

ORDER FOR SUPPLIES OR SERVICES

PAGE OF PAGES

1

17

IMPORTANT: Mark all packages and papers with contract and/or order numbers.

1. DATE OF ORDER 06/20/2012		2. CONTRACT NO. (If any) EP-BPA-12-H-0025		6. SHIP TO:	
3. ORDER NO.		4. REQUISITION/REFERENCE NO.		a. NAME OF CONSIGNEE Indicated on call	
5. ISSUING OFFICE (Address correspondence to) HPOD US Environmental Protection Agency Ariel Rios Building 1200 Pennsylvania Avenue, N. W. Mail Code: 3803R Washington DC 20460				b. STREET ADDRESS	
				c. CITY	d. STATE e. ZIP CODE
7. TO:				f. SHIP VIA	
a. NAME OF CONTRACTOR ABT ASSOCIATES INC				8. TYPE OF ORDER	
b. COMPANY NAME				<input type="checkbox"/> a. PURCHASE <input type="checkbox"/> b. DELIVERY	
c. STREET ADDRESS 55 WHEELER ST				REFERENCE YOUR: Request for Quotation: RFQ-DC-12-00018 Please furnish the following on the terms and conditions specified on both sides of this order and on the attached sheet, if any, including delivery as indicated.	
d. CITY CAMBRIDGE		e. STATE MA	f. ZIP CODE 021381168	Except for billing instructions on the reverse, this delivery order is subject to instructions contained on this side only of this form and is issued subject to the terms and conditions of the above-numbered contract.	
9. ACCOUNTING AND APPROPRIATION DATA Indicated on call				10. REQUISITIONING OFFICE HPOD	
11. BUSINESS CLASSIFICATION (Check appropriate box(es))					12. F.O.B. POINT Destination
<input type="checkbox"/> a. SMALL <input checked="" type="checkbox"/> b. OTHER THAN SMALL <input type="checkbox"/> c. DISADVANTAGED <input type="checkbox"/> d. WOMEN-OWNED <input type="checkbox"/> e. HUBZone <input type="checkbox"/> f. SERVICE-DISABLED VETERAN-OWNED <input type="checkbox"/> g. WOMEN-OWNED SMALL BUSINESS (WOSB) ELIGIBLE UNDER THE WOMEN-OWNED SMALL BUSINESS PROGRAM <input type="checkbox"/> h. ECONOMICALLY DISADVANTAGED WOMEN-OWNED SMALL BUSINESS (EDWOSB)					
13. PLACE OF		14. GOVERNMENT B/L NO.		15. DELIVER TO F.O.B. POINT ON OR BEFORE (Date) Indicated on call	
a. INSPECTION Destination	b. ACCEPTANCE Destination			16. DISCOUNT TERMS Indicated on call	

17. SCHEDULE (See reverse for Rejections)

ITEM NO. (a)	SUPPLIES OR SERVICES (b)	QUANTITY ORDERED (c)	UNIT (d)	UNIT PRICE (e)	AMOUNT (f)	QUANTITY ACCEPTED (g)
	GSA Contract #: GS-10F-0146L DUNS Number: (b)(4) Blanket Purchase Agreement Terms: Pursuant to GSA Federal Supply Schedule Contract Number GS-10F-0299K and Federal Continued ...					
18. SHIPPING POINT		19. GROSS SHIPPING WEIGHT		20. INVOICE NO.		17(h) TOTAL (Cont. pages)
21. MAIL INVOICE TO:						
a. NAME Indicated on call						\$0.00
b. STREET ADDRESS (or P.O. Box)						\$0.00
c. CITY						
d. STATE e. ZIP CODE						17(i) GRAND TOTAL
22. UNITED STATES OF AMERICA BY (Signature)				23. NAME (Typed) Christopher Jenson TITLE: CONTRACTING/ORDERING OFFICER		

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OPTIONAL FORM 347 (Rev. 5/2011)
Prescribed by GSA/FAR 48 CFR 53.213(f)

ORDER FOR SUPPLIES OR SERVICES

PAGE NO

SCHEDULE - CONTINUATION

2

IMPORTANT: Mark all packages and papers with contract and/or order numbers.

DATE OF ORDER

CONTRACT NO.

ORDER NO.

06/20/2012

EP-BPA-12-H-0025

ITEM NO. (a)	SUPPLIES/SERVICES (b)	QUANTITY ORDERED (c)	UNIT (d)	UNIT PRICE (e)	AMOUNT (f)	QUANTITY ACCEPTED (g)
	<p>Acquisition Regulation (FAR) 8.405-3, Blanket Purchase Agreements (BPAs), the Contractor agrees to the following terms of a BPA EXCLUSIVELY WITH The United States Environmental Protection Agency:</p> <p>1. The contract services specified in Attachment 2: Statement of Work can be ordered under this BPA. All orders placed against this BPA are subject to the terms and conditions of the contract.</p> <p>2. Delivery: Shall be specified on individual orders.</p> <p>3. This BPA does not obligate any funds.</p> <p>4. This BPA expires on July 7, 2017 or at the end of the contract period, whichever is earlier.</p> <p>5. The following office(s) is hereby authorized to place orders under this BPA: Climate Change Division</p> <p>6. Orders will be placed against this BPA via electronic mail, FAX, paper or oral communications.</p> <p>7. The terms and conditions included in this BPA apply to all purchases made pursuant to it. In the event of an inconsistency between the provisions of this BPA and the Contractor's invoice, the provisions of this BPA will take precedence.</p> <p>Invoicing Procedures:</p> <p>Invoices shall be submitted via e-mail to RTPReceiving@epa.gov Provide the pdf file with the following naming convention and subject in email: SI_PO#_inv#.pdf Example: SI_EP08X00005_5335.pdf</p> <p>For status of invoice payments, call the Continued ...</p>					

TOTAL CARRIED FORWARD TO 1ST PAGE (ITEM 17(H))

\$0.00

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OPTIONAL FORM 348 (Rev. 4/2008)

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ORDER FOR SUPPLIES OR SERVICES

PAGE NO

SCHEDULE - CONTINUATION

3

IMPORTANT: Mark all packages and papers with contract and/or order numbers.

DATE OF ORDER

CONTRACT NO.

ORDER NO.

06/20/2012

EP-BPA-12-H-0025

ITEM NO. (a)	SUPPLIES/SERVICES (b)	QUANTITY ORDERED (c)	UNIT (d)	UNIT PRICE (e)	AMOUNT (f)	QUANTITY ACCEPTED (g)
	<p>Financial Office's Customer Service at (919) 541-0616.</p> <p>The FedEx/commercial courier address for invoices: US EPA, RTP-Finance (Mail Drop D143-02) 4930 Page Road Durham, NC 27703</p> <p>The following attachments are hereby incorporated into the subject Blanket Purchase Agreement:</p> <p>Attachment 1: Pricing Schedules</p> <p>Attachment 2: Statement of Work</p> <p>Attachment 3: Additional Provisions and Clauses</p> <p>Attachment 4: Notice Regarding Prohibited Contractor Activities on EPA Contracts</p> <p>Attachment 5: Ordering Procedures</p> <p>Admin Office: HPOD US Environmental Protection Agency Ariel Rios Building 1200 Pennsylvania Avenue, N. W. Mail Code: 3803R Washington DC 20460</p> <p>Period of Performance: 07/08/2012 to 07/07/2017</p>					

TOTAL CARRIED FORWARD TO 1ST PAGE (ITEM 17(H))

\$0.00

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PREVIOUS EDITION NOT USABLEOPTIONAL FORM 348 (Rev. 4/2008)
Prescribed by GSA FAR (48 CFR) 53.213(f)

AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT

1. CONTRACT ID CODE

PAGE OF PAGES

1

1

2. AMENDMENT/MODIFICATION NO.

0001

3. EFFECTIVE DATE

11/07/2012

4. REQUISITION/PURCHASE REQ. NO.

5. PROJECT NO. (If applicable)

6. ISSUED BY

CODE

HPOD

7. ADMINISTERED BY (If other than Item 6)

CODE

HPOD

HPOD

US Environmental Protection Agency

Ariel Rios Building

1200 Pennsylvania Avenue, N. W.

Mail Code: 3803R

Washington DC 20460

HPOD

US Environmental Protection Agency

Ariel Rios Building

1200 Pennsylvania Avenue, N. W.

Mail Code: 3803R

Washington DC 20460

8. NAME AND ADDRESS OF CONTRACTOR (No., street, county, State and ZIP Code)

ABT ASSOCIATES INC

55 WHEELER ST

CAMBRIDGE MA 021381168

(x) 9A. AMENDMENT OF SOLICITATION NO.

9B. DATED (SEE ITEM 11)

x 10A. MODIFICATION OF CONTRACT/ORDER NO.

EP-BPA-12-H-0025

10B. DATED (SEE ITEM 13)

06/20/2012

CODE

(b)(4)

FACILITY CODE

11. THIS ITEM ONLY APPLIES TO AMENDMENTS OF SOLICITATIONS

- ☐ The above numbered solicitation is amended as set forth in Item 14. The hour and date specified for receipt of Offers ☐ is extended, ☐ is not extended. Offers must acknowledge receipt of this amendment prior to the hour and date specified in the solicitation or as amended, by one of the following methods: (a) By completing Items 8 and 15, and returning _____ copies of the amendment; (b) By acknowledging receipt of this amendment on each copy of the offer submitted; or (c) By separate letter or telegram which includes a reference to the solicitation and amendment numbers. FAILURE OF YOUR ACKNOWLEDGEMENT TO BE RECEIVED AT THE PLACE DESIGNATED FOR THE RECEIPT OF OFFERS PRIOR TO THE HOUR AND DATE SPECIFIED MAY RESULT IN REJECTION OF YOUR OFFER. If by virtue of this amendment you desire to change an offer already submitted, such change may be made by telegram or letter, provided each telegram or letter makes reference to the solicitation and this amendment, and is received prior to the opening hour and date specified.

12. ACCOUNTING AND APPROPRIATION DATA (If required)

See Schedule

13. THIS ITEM ONLY APPLIES TO MODIFICATION OF CONTRACTS/ORDERS. IT MODIFIES THE CONTRACT/ORDER NO. AS DESCRIBED IN ITEM 14.

CHECK ONE	
	A. THIS CHANGE ORDER IS ISSUED PURSUANT TO: (Specify authority) THE CHANGES SET FORTH IN ITEM 14 ARE MADE IN THE CONTRACT ORDER NO. IN ITEM 10A.
X	B. THE ABOVE NUMBERED CONTRACT/ORDER IS MODIFIED TO REFLECT THE ADMINISTRATIVE CHANGES (such as changes in paying office, appropriation date, etc.) SET FORTH IN ITEM 14, PURSUANT TO THE AUTHORITY OF FAR 43.103(b).
	C. THIS SUPPLEMENTAL AGREEMENT IS ENTERED INTO PURSUANT TO AUTHORITY OF:
	D. OTHER (Specify type of modification and authority)

E. IMPORTANT: Contractor ☒ is not, ☐ is required to sign this document and return _____ 0 _____ copies to the issuing office.

14. DESCRIPTION OF AMENDMENT/MODIFICATION (Organized by UCF section headings, including solicitation/contract subject matter where feasible.)

GSA Contract #: GS-10F-0146L

The purpose of this modification is to correct the GSA Contract Number listed on page 1, Section 17(b) of the subject Blanket Purchase Agreement. The GSA Contract Number hereby reads GS-10F-0146L.

Period of Performance: 07/08/2012 to 07/07/2017

Except as provided herein, all terms and conditions of the document referenced in Item 9A or 10A, as heretofore changed, remains unchanged and in full force and effect.

15A. NAME AND TITLE OF SIGNER (Type or print)

16A. NAME AND TITLE OF CONTRACTING OFFICER (Type or print)

Christopher Jensen

15B. CONTRACTOR/OFFEROR

15C. DATE SIGNED

16B. UNITED STATES OF AMERICA

16C. DATE SIGNED

(Signature of person authorized to sign)

(Signature of Contracting Officer)

11/07/2012

NSN 7540-01-152-8070
Previous edition unusableSTANDARD FORM 30 (REV. 10-83)
Prescribed by GSA
FAR (48 CFR) 53.243

AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT		1. CONTRACT ID CODE		PAGE OF PAGES 1 1	
2. AMENDMENT/MODIFICATION NO. 0002		3. EFFECTIVE DATE 03/27/2013		4. REQUISITION/PURCHASE REQ. NO.	
5. PROJECT NO. (If applicable)		6. ISSUED BY HPOD		7. ADMINISTERED BY (If other than Item 6)	
8. NAME AND ADDRESS OF CONTRACTOR (No., street, county, State and ZIP Code) ABT ASSOCIATES INC 55 WHEELER ST CAMBRIDGE MA 021381168		(X) 9A. AMENDMENT OF SOLICITATION NO.		9B. DATED (SEE ITEM 11)	
CODE (b)(4)		FACILITY CODE		10A. MODIFICATION OF CONTRACT/ORDER NO. EP-BPA-12-H-0025	
				10B. DATED (SEE ITEM 13) 06/20/2012	

11. THIS ITEM ONLY APPLIES TO AMENDMENTS OF SOLICITATIONS

☐ The above numbered solicitation is amended as set forth in Item 14. The hour and date specified for receipt of Offers ☐ is extended, ☐ is not extended.
Offers must acknowledge receipt of this amendment prior to the hour and date specified in the solicitation or as amended, by one of the following methods: (a) By completing Items 8 and 15, and returning _____ copies of the amendment; (b) By acknowledging receipt of this amendment on each copy of the offer submitted; or (c) By separate letter or telegram which includes a reference to the solicitation and amendment numbers. FAILURE OF YOUR ACKNOWLEDGEMENT TO BE RECEIVED AT THE PLACE DESIGNATED FOR THE RECEIPT OF OFFERS PRIOR TO THE HOUR AND DATE SPECIFIED MAY RESULT IN REJECTION OF YOUR OFFER. If by virtue of this amendment you desire to change an offer already submitted, such change may be made by telegram or letter, provided each telegram or letter makes reference to the solicitation and this amendment, and is received prior to the opening hour and date specified.

12. ACCOUNTING AND APPROPRIATION DATA (If required)

See Schedule

13. THIS ITEM ONLY APPLIES TO MODIFICATION OF CONTRACTS/ORDERS. IT MODIFIES THE CONTRACT/ORDER NO. AS DESCRIBED IN ITEM 14.

CHECK ONE	A. THIS CHANGE ORDER IS ISSUED PURSUANT TO: (Specify authority) THE CHANGES SET FORTH IN ITEM 14 ARE MADE IN THE CONTRACT ORDER NO. IN ITEM 10A.
X	B. THE ABOVE NUMBERED CONTRACT/ORDER IS MODIFIED TO REFLECT THE ADMINISTRATIVE CHANGES (such as changes in paying office, appropriation date, etc.) SET FORTH IN ITEM 14, PURSUANT TO THE AUTHORITY OF FAR 43.103(b).
	C. THIS SUPPLEMENTAL AGREEMENT IS ENTERED INTO PURSUANT TO AUTHORITY OF:
	D. OTHER (Specify type of modification and authority)

E. IMPORTANT: Contractor ☒ is not, ☐ is required to sign this document and return _____ 0 _____ copies to the issuing office.

14. DESCRIPTION OF AMENDMENT/MODIFICATION (Organized by UCF section headings, including solicitation/contract subject matter where feasible.)

GSA Contract #: GS-10F-0146L

DUNS Number: (b)(4)

The purpose of this modification is to change the Contracting Officer from Chris Jenson to Rachel Schwartz, and to add Jeffrey Martin as the Contracts Specialist.

Period of Performance: 07/08/2012 to 07/07/2017

Except as provided herein, all terms and conditions of the document referenced in Item 9A or 10A, as heretofore changed, remains unchanged and in full force and effect.

15A. NAME AND TITLE OF SIGNER (Type or print)		18A. NAME AND TITLE OF CONTRACTING OFFICER (Type or print) Rachel Schwartz	
15B. CONTRACTOR/OFFEROR (Signature of person authorized to sign)	15C. DATE SIGNED	18B. UNITED STATES OF AMERICA (Signature of Contracting Officer)	18C. DATE SIGNED

AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT		1. CONTRACT ID CODE		PAGE OF PAGES 1 2	
2. AMENDMENT/MODIFICATION NO. 0003		3. EFFECTIVE DATE 12/17/2013		4. REQUISITION/PURCHASE REQ. NO.	
5. PROJECT NO. (If applicable)		6. ISSUED BY HPOD US Environmental Protection Agency Ariel Rios Building 1200 Pennsylvania Avenue, N. W. Mail Code: 3803R Washington DC 20460		7. ADMINISTERED BY (If other than Item 6) CODE	
8. NAME AND ADDRESS OF CONTRACTOR (No., street, county, State and ZIP Code) ABT ASSOCIATES INC 55 WHEELER ST CAMBRIDGE MA 021381168		(x)		9A. AMENDMENT OF SOLICITATION NO.	
				9B. DATED (SEE ITEM 11)	
		X		10A. MODIFICATION OF CONTRACT/ORDER NO. EP-BPA-12-H-0025	
				10B. DATED (SEE ITEM 13) 06/20/2012	
CODE (b)(4)		FACILITY CODE			
11. THIS ITEM ONLY APPLIES TO AMENDMENTS OF SOLICITATIONS					
<input type="checkbox"/> The above numbered solicitation is amended as set forth in Item 14. The hour and date specified for receipt of Offers <input type="checkbox"/> is extended, <input type="checkbox"/> is not extended. Offers must acknowledge receipt of this amendment prior to the hour and date specified in the solicitation or as amended, by one of the following methods: (a) By completing Items 8 and 15, and returning _____ copies of the amendment; (b) By acknowledging receipt of this amendment on each copy of the offer submitted; or (c) By separate letter or telegram which includes a reference to the solicitation and amendment numbers. FAILURE OF YOUR ACKNOWLEDGEMENT TO BE RECEIVED AT THE PLACE DESIGNATED FOR THE RECEIPT OF OFFERS PRIOR TO THE HOUR AND DATE SPECIFIED MAY RESULT IN REJECTION OF YOUR OFFER. If by virtue of this amendment you desire to change an offer already submitted, such change may be made by telegram or letter, provided each telegram or letter makes reference to the solicitation and this amendment, and is received prior to the opening hour and date specified.					
12. ACCOUNTING AND APPROPRIATION DATA (If required) See Schedule					
13. THIS ITEM ONLY APPLIES TO MODIFICATION OF CONTRACTS/ORDERS. IT MODIFIES THE CONTRACT/ORDER NO. AS DESCRIBED IN ITEM 14.					
CHECK ONE					
A. THIS CHANGE ORDER IS ISSUED PURSUANT TO: (Specify authority) THE CHANGES SET FORTH IN ITEM 14 ARE MADE IN THE CONTRACT ORDER NO. IN ITEM 10A.					
X B. THE ABOVE NUMBERED CONTRACT/ORDER IS MODIFIED TO REFLECT THE ADMINISTRATIVE CHANGES (such as changes in paying office, appropriation date, etc.) SET FORTH IN ITEM 14, PURSUANT TO THE AUTHORITY OF FAR 43.103(b).					
C. THIS SUPPLEMENTAL AGREEMENT IS ENTERED INTO PURSUANT TO AUTHORITY OF:					
D. OTHER (Specify type of modification and authority)					
E. IMPORTANT: Contractor <input checked="" type="checkbox"/> is not, <input type="checkbox"/> is required to sign this document and return _____ 0 _____ copies to the issuing office.					
14. DESCRIPTION OF AMENDMENT/MODIFICATION (Organized by UCF section headings, including solicitation/contract subject matter where feasible.) GSA Contract #: GS-10F-0146L DUNS Number: (b)(4) The purpose of this modification is to designate Faye Sas as the Administrative Contracting Officer under the subject Blanket Purchase Agreement (BPA). All other terms and conditions remain unchanged. LIST OF CHANGES: Reason for Modification : Other Administrative Action Buyer changed from Rachel Schwartz to Faye Sas Contracting Officer changed Continued ... Except as provided herein, all terms and conditions of the document referenced in Item 9A or 10A, as heretofore changed, remains unchanged and in full force and effect.					
15A. NAME AND TITLE OF SIGNER (Type or print)			16A. NAME AND TITLE OF CONTRACTING OFFICER (Type or print) Faye Sas		
15B. CONTRACTOR/OFFEROR		15C. DATE SIGNED		16B. UNITED STATES OF AMERICA	
(Signature of person authorized to sign)				(Signature of Contracting Officer)	
				16C. DATE SIGNED	

CONTINUATION SHEET

 REFERENCE NO. OF DOCUMENT BEING CONTINUED
 EP-BPA-12-H-0025/0003

PAGE 2 OF 2

 NAME OF OFFEROR OR CONTRACTOR
 ABT ASSOCIATES INC

ITEM NO. (A)	SUPPLIES/SERVICES (B)	QUANTITY (C)	UNIT (D)	UNIT PRICE (E)	AMOUNT (F)
	from Rachel Schwartz to Faye Sas Period of Performance: 07/08/2012 to 07/07/2017				

AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT		1. CONTRACT ID CODE		PAGE OF PAGES 1 6	
2. AMENDMENT/MODIFICATION NO. 0004		3. EFFECTIVE DATE 01/20/2015		4. REQUISITION/PURCHASE REQ. NO.	
5. PROJECT NO. (If applicable)		6. ISSUED BY HPOD US Environmental Protection Agency Ariel Rios Building 1200 Pennsylvania Avenue, N. W. Mail Code: 3803R Washington DC 20460		7. ADMINISTERED BY (If other than Item 6) CODE	
8. NAME AND ADDRESS OF CONTRACTOR (No., street, county, State and ZIP Code) ABT ASSOCIATES INC 55 WHEELER ST CAMBRIDGE MA 021381168		(x) 9A. AMENDMENT OF SOLICITATION NO.		9B. DATED (SEE ITEM 11)	
CODE (b)(4) FACILITY CODE		x 10A. MODIFICATION OF CONTRACT/ORDER NO. EP-BPA-12-H-0025		10B. DATED (SEE ITEM 13) 06/20/2012	

11. THIS ITEM ONLY APPLIES TO AMENDMENTS OF SOLICITATIONS

☐ The above numbered solicitation is amended as set forth in Item 14. The hour and date specified for receipt of Offers ☐ is extended, ☐ is not extended.
Offers must acknowledge receipt of this amendment prior to the hour and date specified in the solicitation or as amended, by one of the following methods: (a) By completing Items 8 and 15, and returning _____ copies of the amendment; (b) By acknowledging receipt of this amendment on each copy of the offer submitted; or (c) By separate letter or telegram which includes a reference to the solicitation and amendment numbers. FAILURE OF YOUR ACKNOWLEDGEMENT TO BE RECEIVED AT THE PLACE DESIGNATED FOR THE RECEIPT OF OFFERS PRIOR TO THE HOUR AND DATE SPECIFIED MAY RESULT IN REJECTION OF YOUR OFFER. If by virtue of this amendment you desire to change an offer already submitted, such change may be made by telegram or letter, provided each telegram or letter makes reference to the solicitation and this amendment, and is received prior to the opening hour and date specified.

12. ACCOUNTING AND APPROPRIATION DATA (If required)

See Schedule

13. THIS ITEM ONLY APPLIES TO MODIFICATION OF CONTRACTS/ORDERS. IT MODIFIES THE CONTRACT/ORDER NO. AS DESCRIBED IN ITEM 14.

CHECK ONE	A. THIS CHANGE ORDER IS ISSUED PURSUANT TO: (Specify authority) THE CHANGES SET FORTH IN ITEM 14 ARE MADE IN THE CONTRACT ORDER NO. IN ITEM 10A.
	B. THE ABOVE NUMBERED CONTRACT/ORDER IS MODIFIED TO REFLECT THE ADMINISTRATIVE CHANGES (such as changes in paying office, appropriation date, etc.) SET FORTH IN ITEM 14, PURSUANT TO THE AUTHORITY OF FAR 43.103(b).
X	C. THIS SUPPLEMENTAL AGREEMENT IS ENTERED INTO PURSUANT TO AUTHORITY OF: By Mutual Agreement of the Parties
	D. OTHER (Specify type of modification and authority)

E. IMPORTANT: Contractor ☐ is not, ☒ is required to sign this document and return 1 copies to the issuing office.

14. DESCRIPTION OF AMENDMENT/MODIFICATION (Organized by UCF section headings, including solicitation/contract subject matter where feasible.)

GSA Contract #: GS-10F-0146L

DUNS Number: (b)(4)

The purpose of this modification is to incorporate additional terms and conditions under blanket purchase agreement # EP-BPA-12-H-0025. The following term and condition is incorporated by reference:

- FAR 52.232-18 - Availability of Funds (APR 1984)

The following terms and conditions are incorporated in full text in Attachment A - Provision EPA-K-04-101, and Attachment B - Additional Terms and Conditions:

Continued ...

Except as provided herein, all terms and conditions of the document referenced in Item 9A or 10A, as heretofore changed, remains unchanged and in full force and effect.

15A. NAME AND TITLE OF SIGNER (Type or print)		16A. NAME AND TITLE OF CONTRACTING OFFICER (Type or print) Faye Sas	
15B. CONTRACTOR/OFFEROR (Signature of person authorized to sign)	15C. DATE SIGNED	16B. DATE SIGNED 02/18/2015	16C. DATE SIGNED

NSN 7540-01-152-8070
Previous edition unusable

STANDARD FORM 30 (REV. 10-83)
Prescribed by GSA
FAR (48 CFR) 53.243

NAME OF OFFEROR OR CONTRACTOR
ABT ASSOCIATES INC

ITEM NO. (A)	SUPPLIES/SERVICES (B)	QUANTITY (C)	UNIT (D)	UNIT PRICE (E)	AMOUNT (F)
	<p>- EPA-K-04-101 - Representation By Corporations Regarding A Felony Conviction Under Federal Law Or Unpaid Federal Tax Liability (APR 2012)</p> <p>- EP 52.000-000 - Notice Regarding Prohibited Contractor Activities on Environmental Protection Agency (NOV 1994)</p> <p>- EPA-H-09-107 - Unpaid Federal Tax Liability & Felony Criminal Violation Certification (APR 2012)</p> <p>-EPA-L-15-104 - Electronic Submission of Proposals/Bids/Offer/Quotes (FEB 2014)</p> <p>-EPA-H-42-102 - Utilization of FedConnect for Contract Administration (FEB 2014)</p> <p>All other terms and conditions remain unchanged.</p> <p>Period of Performance: 07/08/2012 to 07/07/2017</p>				

ORDER FOR SUPPLIES OR SERVICES

PAGE OF PAGES

1

6

IMPORTANT: Mark all packages and papers with contract and/or order numbers.

1. DATE OF ORDER 11/05/2013		2. CONTRACT NO. (If any) EP-BPA-12-H-0025		6. SHIP TO:				
3. ORDER NO. EP-B14H-00006		4. REQUISITION/REFERENCE NO. PR-OAR-13-02075		a. NAME OF CONSIGNEE OAR/OAP/CCD				
5. ISSUING OFFICE (Address correspondence to) HPOD US Environmental Protection Agency Ariel Rios Building 1200 Pennsylvania Avenue, N. W. Mail Code: 3803R Washington DC 20460				b. STREET ADDRESS US Environmental Protection Agency 1200 Pennsylvania Avenue NW Mail Code: 62107J OAP/CCD				
				c. CITY Washington	d. STATE DC	e. ZIP CODE 20460		
7. TO:				f. SHIP VIA				
a. NAME OF CONTRACTOR ABT ASSOCIATES INC				8. TYPE OF ORDER				
b. COMPANY NAME				<input type="checkbox"/> a. PURCHASE REFERENCE YOUR: Request for Quotation:		<input checked="" type="checkbox"/> b. DELIVERY Except for billing instructions on the reverse, this delivery order is subject to instructions contained on this side only of this form and is issued subject to the terms and conditions of the above-numbered contract.		
c. STREET ADDRESS 55 WHEELER ST								
d. CITY CAMBRIDGE		e. STATE MA	f. ZIP CODE 021381168					
9. ACCOUNTING AND APPROPRIATION DATA See Schedule				10. REQUISITIONING OFFICE HPOD				
11. BUSINESS CLASSIFICATION (Check appropriate box(es)) <input type="checkbox"/> a. SMALL <input type="checkbox"/> b. OTHER THAN SMALL <input type="checkbox"/> c. DISADVANTAGED <input type="checkbox"/> d. WOMEN-OWNED <input type="checkbox"/> e. HUBZone <input type="checkbox"/> f. SERVICE-DISABLED VETERAN-OWNED <input type="checkbox"/> g. WOMEN-OWNED SMALL BUSINESS (WOSB) ELIGIBLE UNDER THE WOSB PROGRAM <input type="checkbox"/> h. EDWOSB						12. F.O.B. POINT Destination		
13. PLACE OF		14. GOVERNMENT B/L NO.		15. DELIVER TO F.O.B. POINT ON OR BEFORE (Date) 09/17/2013		16. DISCOUNT TERMS		
a. INSPECTION Destination		b. ACCEPTANCE Destination						
17. SCHEDULE (See reverse for Rejections)								
ITEM NO. (a)	SUPPLIES OR SERVICES (b)			QUANTITY ORDERED (c)	UNIT (d)	UNIT PRICE (e)	AMOUNT (f)	QUANTITY ACCEPTED (g)
	GSA Contract #: GS-10F-0146L DUNS Number: (b)(4) The subject call order is awarded in the amount of \$62,325 and is fully funded. COR - Erin Birgfeld Continued ...							
18. SHIPPING POINT		19. GROSS SHIPPING WEIGHT		20. INVOICE NO.				17(h) TOTAL (Cont. pages)
21. MAIL INVOICE TO:								
a. NAME RTP Finance Center						\$62,325.00		
b. STREET ADDRESS (or P.O. Box) US Environmental Protection Agency RTP-Finance Center Mail Drop D143-02 109 TW Alexander Drive								17(i) GRAND TOTAL
c. CITY Durham				d. STATE NC	e. ZIP CODE 27711		\$62,325.00	
22. UNITED STATES OF AMERICA BY (Signature)				23. NAME (Typed) Rachel Schwartz TITLE: CONTRACTING/ORDERING OFFICER				

ORDER FOR SUPPLIES OR SERVICES
SCHEDULE - CONTINUATION

PAGE NO

2

IMPORTANT: Mark all packages and papers with contract and/or order numbers.

DATE OF ORDER

CONTRACT NO.

ORDER NO.

11/05/2013

EP-BPA-12-H-0025

EP-B14H-00006

ITEM NO. (a)	SUPPLIES/SERVICES (b)	QUANTITY ORDERED (c)	UNIT (d)	UNIT PRICE (e)	AMOUNT (f)	QUANTITY ACCEPTED (g)
0001	<p>Alternate COR - Isabelle Deluca Admin Office: HPOD US Environmental Protection Agency Ariel Rios Building 1200 Pennsylvania Avenue, N. W. Mail Code: 3803R Washington DC 20460</p> <p>Accounting Info: 13-14-B-58F1-101A46XP3-2505---1358FC3773-001 BFY: 13 EFY: 14 Fund: B Budget Org: 58F1 Program (PRC): 101A46XP3 Budget (BOC): 2505 DCN - Line ID: 1358FC3773-001 Period of Performance: 11/05/2013 to 05/31/2014</p> <p>"Support for Students Guide to Climate Change Website Site and Related Outreach"</p> <p>The obligated amount of award: \$62,325.00. The total for this award is shown in box 17(i).</p>				62,325.00	

TOTAL CARRIED FORWARD TO 1ST PAGE (ITEM 17(H))

\$62,325.00

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Prescribed by GSA FAR (48 CFR) 53.213(f)

AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT			1. CONTRACT ID CODE		PAGE OF PAGES 1 2		
2. AMENDMENT/MODIFICATION NO. 001		3. EFFECTIVE DATE 04/03/2014		4. REQUISITION/PURCHASE REQ. NO.		5. PROJECT NO. (If applicable)	
6. ISSUED BY HPOD US Environmental Protection Agency Ariel Rios Building 1200 Pennsylvania Avenue, N. W. Mail Code: 3803R Washington DC 20460		6. ISSUED BY CODE HPOD		7. ADMINISTERED BY (If other than Item 6) CODE			
8. NAME AND ADDRESS OF CONTRACTOR (No., street, county, State and ZIP Code) ABT ASSOCIATES INC 55 WHEELER ST CAMBRIDGE MA 021381168				(x) 9A. AMENDMENT OF SOLICITATION NO.			
				9B. DATED (SEE ITEM 11)			
				x 10A. MODIFICATION OF CONTRACT/ORDER NO. EP-BPA-12-H-0025 EP-B14H-00006			
				10B. DATED (SEE ITEM 13) 11/05/2013			
CODE (b)(4)		FACILITY CODE					

11. THIS ITEM ONLY APPLIES TO AMENDMENTS OF SOLICITATIONS

☐ The above numbered solicitation is amended as set forth in Item 14. The hour and date specified for receipt of Offers ☐ is extended, ☐ is not extended.
Offers must acknowledge receipt of this amendment prior to the hour and date specified in the solicitation or as amended, by one of the following methods: (a) By completing Items 8 and 15, and returning _____ copies of the amendment; (b) By acknowledging receipt of this amendment on each copy of the offer submitted; or (c) By separate letter or telegram which includes a reference to the solicitation and amendment numbers. FAILURE OF YOUR ACKNOWLEDGEMENT TO BE RECEIVED AT THE PLACE DESIGNATED FOR THE RECEIPT OF OFFERS PRIOR TO THE HOUR AND DATE SPECIFIED MAY RESULT IN REJECTION OF YOUR OFFER. If by virtue of this amendment you desire to change an offer already submitted, such change may be made by telegram or letter, provided each telegram or letter makes reference to the solicitation and this amendment, and is received prior to the opening hour and date specified.

12. ACCOUNTING AND APPROPRIATION DATA (If required)

See Schedule

13. THIS ITEM ONLY APPLIES TO MODIFICATION OF CONTRACTS/ORDERS. IT MODIFIES THE CONTRACT/ORDER NO. AS DESCRIBED IN ITEM 14.

CHECK ONE	A. THIS CHANGE ORDER IS ISSUED PURSUANT TO: (Specify authority) THE CHANGES SET FORTH IN ITEM 14 ARE MADE IN THE CONTRACT ORDER NO. IN ITEM 10A.
X	B. THE ABOVE NUMBERED CONTRACT/ORDER IS MODIFIED TO REFLECT THE ADMINISTRATIVE CHANGES (such as changes in paying office, appropriation date, etc.) SET FORTH IN ITEM 14, PURSUANT TO THE AUTHORITY OF FAR 43.103(b).
	C. THIS SUPPLEMENTAL AGREEMENT IS ENTERED INTO PURSUANT TO AUTHORITY OF:
	D. OTHER (Specify type of modification and authority)

E. IMPORTANT: Contractor ☒ is not, ☐ is required to sign this document and return _____ 0 _____ copies to the issuing office.

14. DESCRIPTION OF AMENDMENT/MODIFICATION (Organized by UCF section headings, including solicitation/contract subject matter where feasible.)

GSA Contract #: GS-10F-0146L

DUNS Number: (b)(4) 0

The purpose of this modification is to designate Isabel Deluca as the Contracting Officer's Representative (COR). All other terms and conditions remain unchanged.

LIST OF CHANGES:

Reason for Modification : Other Administrative Action

Total Amount for this Modification: \$0.00

New Total Amount for this Version: \$0.00

New Total Amount for this Award: \$62,325.00

Buyer changed

from Rachel Schwartz

Continued ...

Except as provided herein, all terms and conditions of the document referenced in Item 9A or 10A, as heretofore changed, remains unchanged and in full force and effect.

15A. NAME AND TITLE OF SIGNER (Type or print)		16A. NAME AND TITLE OF CONTRACTING OFFICER (Type or print) Faye Sas	
15B. CONTRACTOR/OFFEROR (Signature of person authorized to sign)	15C. DATE SIGNED	16B. DATE SIGNED 05/29/2014	16C. DATE SIGNED 05/29/2014

CONTINUATION SHEET

 REFERENCE NO. OF DOCUMENT BEING CONTINUED
 EP-BPA-12-H-0025/EP-B14H-00006/001

 PAGE OF
 2 2

 NAME OF OFFEROR OR CONTRACTOR
 ABT ASSOCIATES INC

ITEM NO. (A)	SUPPLIES/SERVICES (B)	QUANTITY (C)	UNIT (D)	UNIT PRICE (E)	AMOUNT (F)
	to Faye Sas Contracting Officer changed from Rachel Schwartz to Faye Sas Contracting Officer Representative changed from Jeffrey Martin to Isabel DeLuca Payment: RTP Finance Center US Environmental Protection Agency RTP-Finance Center Mail Drop D143-02 109 TW Alexander Drive Durham NC 27711 Period of Performance: 11/05/2013 to 05/31/2014				

AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT		1. CONTRACT ID CODE		PAGE OF PAGES 1 2	
2. AMENDMENT/MODIFICATION NO. 002		3. EFFECTIVE DATE 05/29/2014		4. REQUISITION/PURCHASE REQ. NO.	
5. PROJECT NO. (If applicable)		6. ISSUED BY HPOD US Environmental Protection Agency Ariel Rios Building 1200 Pennsylvania Avenue, N. W. Mail Code: 3803R Washington DC 20460		7. ADMINISTERED BY (If other than Item 6) CODE	
8. NAME AND ADDRESS OF CONTRACTOR (No., street, county, State and ZIP Code) ABT ASSOCIATES INC 55 WHEELER ST CAMBRIDGE MA 021381168		(x) 9A. AMENDMENT OF SOLICITATION NO.		9B. DATED (SEE ITEM 11)	
CODE (b)(4)		FACILITY CODE		x 10A. MODIFICATION OF CONTRACT/ORDER NO. EP-BPA-12-H-0025 EP-B14H-00006 10B. DATED (SEE ITEM 13) 11/05/2013	

11. THIS ITEM ONLY APPLIES TO AMENDMENTS OF SOLICITATIONS

☐ The above numbered solicitation is amended as set forth in Item 14. The hour and date specified for receipt of Offers ☐ is extended, ☐ is not extended.
Offers must acknowledge receipt of this amendment prior to the hour and date specified in the solicitation or as amended, by one of the following methods: (a) By completing Items 8 and 15, and returning _____ copies of the amendment; (b) By acknowledging receipt of this amendment on each copy of the offer submitted; or (c) By separate letter or telegram which includes a reference to the solicitation and amendment numbers. FAILURE OF YOUR ACKNOWLEDGEMENT TO BE RECEIVED AT THE PLACE DESIGNATED FOR THE RECEIPT OF OFFERS PRIOR TO THE HOUR AND DATE SPECIFIED MAY RESULT IN REJECTION OF YOUR OFFER. If by virtue of this amendment you desire to change an offer already submitted, such change may be made by telegram or letter, provided each telegram or letter makes reference to the solicitation and this amendment, and is received prior to the opening hour and date specified.

12. ACCOUNTING AND APPROPRIATION DATA (If required)

See Schedule

13. THIS ITEM ONLY APPLIES TO MODIFICATION OF CONTRACTS/ORDERS. IT MODIFIES THE CONTRACT/ORDER NO. AS DESCRIBED IN ITEM 14.

CHECK ONE	A. THIS CHANGE ORDER IS ISSUED PURSUANT TO: (Specify authority) THE CHANGES SET FORTH IN ITEM 14 ARE MADE IN THE CONTRACT ORDER NO. IN ITEM 10A.
	B. THE ABOVE NUMBERED CONTRACT/ORDER IS MODIFIED TO REFLECT THE ADMINISTRATIVE CHANGES (such as changes in paying office, appropriation date, etc.) SET FORTH IN ITEM 14, PURSUANT TO THE AUTHORITY OF FAR 43.103(b).
	C. THIS SUPPLEMENTAL AGREEMENT IS ENTERED INTO PURSUANT TO AUTHORITY OF:
X	D. OTHER (Specify type of modification and authority) By Mutual Consent of the Parties

E. IMPORTANT: Contractor ☐ is not, ☒ is required to sign this document and return 1 copies to the issuing office.

14. DESCRIPTION OF AMENDMENT/MODIFICATION (Organized by UCF section headings, including solicitation/contract subject matter where feasible.)

GSA Contract #: GS-10F-0146L

DUNS Number: (b)(4)

The purpose of this modification is to extend the period of performance of the subject call order to 31 July 2014, at no cost to the Government. All other terms and conditions remain unchanged.

LIST OF CHANGES:

Reason for Modification : Other Administrative Action

Period Of Performance End Date changed from 2014-05-31 00:00:00 to 2014-07-31 00:00:00

Continued ...

Except as provided herein, all terms and conditions of the document referenced in Item 9A or 10A, as heretofore changed, remains unchanged and in full force and effect.

15A. NAME AND TITLE OF SIGNER (Type or print)		16A. NAME AND TITLE OF CONTRACTING OFFICER (Type or print) Faye Sas	
15B. CONTRACTOR/OFFEROR (Signature of person authorized to sign)	15C. DATE SIGNED	16B. DATE SIGNED 05/29/2014	16C. DATE SIGNED 05/29/2014

CONTINUATION SHEET

REFERENCE NO. OF DOCUMENT BEING CONTINUED

EP-BPA-12-H-0025/EP-B14H-00006/002

PAGE OF
2 2

NAME OF OFFEROR OR CONTRACTOR

ABT ASSOCIATES INC

ITEM NO. (A)	SUPPLIES/SERVICES (B)	QUANTITY (C)	UNIT (D)	UNIT PRICE (E)	AMOUNT (F)
	Payment: RTP Finance Center US Environmental Protection Agency RTP-Finance Center Mail Drop D143-02 109 TW Alexander Drive Durham NC 27711 Period of Performance: 11/05/2013 to 07/31/2014				

ORDER FOR SUPPLIES OR SERVICES

PAGE OF PAGES
1 19

IMPORTANT: Mark all packages and papers with contract and/or order numbers.

1. DATE OF ORDER 11/03/2015		2. CONTRACT NO. (If any) EP-BPA-12-H-0025		6. SHIP TO: a. NAME OF CONSIGNEE OAR/OAP/CCD				
3. ORDER NO. EP-B16H-00006		4. REQUISITION/REFERENCE NO. PR-OAR-15-01837		b. STREET ADDRESS US Environmental Protection Agency 1200 Pennsylvania Avenue NW Mail Code: 62107J OAP/CCD				
5. ISSUING OFFICE (Address correspondence to) HPOD US Environmental Protection Agency Ariel Rios Building 1200 Pennsylvania Avenue, N. W. Mail Code: 3803R Washington DC 20460				c. CITY Washington		d. STATE DC	e. ZIP CODE 20460	
7. TO: a. NAME OF CONTRACTOR ABT ASSOCIATES INC				f. SHIP VIA				
b. COMPANY NAME				8. TYPE OF ORDER <input type="checkbox"/> a. PURCHASE <input checked="" type="checkbox"/> b. DELIVERY				
c. STREET ADDRESS 55 WHEELER ST				REFERENCE YOUR: Request for Quotation: Please furnish the following on the terms and conditions specified on both sides of this order and on the attached sheet, if any, including delivery as indicated.				
d. CITY CAMBRIDGE		e. STATE MA		f. ZIP CODE 021381168		Except for billing instructions on the reverse, this delivery order is subject to instructions contained on this side only of this form and is issued subject to the terms and conditions of the above-numbered contract.		
9. ACCOUNTING AND APPROPRIATION DATA See Schedule				10. REQUISITIONING OFFICE HPOD				
11. BUSINESS CLASSIFICATION (Check appropriate box(es)) <input type="checkbox"/> a. SMALL <input checked="" type="checkbox"/> b. OTHER THAN SMALL <input type="checkbox"/> c. DISADVANTAGED <input type="checkbox"/> d. WOMEN-OWNED <input type="checkbox"/> e. HUBZone <input type="checkbox"/> f. SERVICE-DISABLED <input type="checkbox"/> g. WOMEN-OWNED SMALL BUSINESS (WOSB) ELIGIBLE UNDER THE WOSB PROGRAM <input type="checkbox"/> h. EDWOSB						12. F.O.B. POINT Destination		
13. PLACE OF a. INSPECTION		b. ACCEPTANCE		14. GOVERNMENT B/L NO.		15. DELIVER TO F.O.B. POINT ON OR BEFORE (Date) 10/30/2016		
						16. DISCOUNT TERMS		
17. SCHEDULE (See reverse for Rejections)								
ITEM NO. (a)	SUPPLIES OR SERVICES (b)			QUANTITY ORDERED (c)	UNIT (d)	UNIT PRICE (e)	AMOUNT (f)	QUANTITY ACCEPTED (g)
	GSA Contract #: GS-10F-0146L DUNS Number: (b)(4) Call Order Title: Support for Development of Climate Communications Products This call order hereby incorporates the GSA Continued ...							
18. SHIPPING POINT		19. GROSS SHIPPING WEIGHT		20. INVOICE NO.		17(h) TOTAL (Cont. pages)		
a. NAME		RTP Finance Center				\$236,584.06		
b. STREET ADDRESS (or P.O. Box)		US Environmental Protection Agency RTP-Finance Center Mail Drop D143-02 109 TW Alexander Drive						
c. CITY Durham		d. STATE NC	e. ZIP CODE 27711			\$236,584.06		
22. UNITED STATES OF AMERICA BY (Signature)				23. NAME (Typed) Jeffrey Martin TITLE: CONTRACTING/ORDERING OFFICER				

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**ORDER FOR SUPPLIES OR SERVICES
SCHEDULE - CONTINUATION**

PAGE NO

2

IMPORTANT: Mark all packages and papers with contract and/or order numbers.

DATE OF ORDER

CONTRACT NO.

11/03/2015

EP-BPA-12-H-0025

ORDER NO.

EP-B16H-00006

ITEM NO. (a)	SUPPLIES/SERVICES (b)	QUANTITY ORDERED (c)	UNIT (d)	UNIT PRICE (e)	AMOUNT (f)	QUANTITY ACCEPTED (g)
	<p>contract no. GS-10F-0146L and Blanket Purchase Agreement (BPA) no. EP-BPA-12-H-0025 terms and conditions by reference.</p> <p>The vendor shall perform in accordance with the Attachment A Statement of Work (16 pages) and the vendor's proposal dated 15 September 2015 in the amount of \$236,584.06 and (b)(4) for the award of Task 1, Task 4, and Task 5 as follows:</p> <p>Task 1: \$8,406.20 (b)(4)</p> <p>Task 4: \$188,756.61 (b)(4)</p> <p>Task 5: \$39,421.25 (b)(4)</p> <p>The following approved Other Direct Costs are incorporated into the subject call order:</p> <p>- Network Services.</p> <p>The total costs incurred for these ODCs shall not exceed the ceiling price of \$9,133.00.</p> <p>This is a Time-and-Materials (T&M) call order with a pre-priced total ceiling price of \$236,584.06, which the vendor is not authorized to exceed. The vendor exceeds at its own risk. This order is hereby fully funded.</p> <p>The services of this call order are non-severable.</p> <p>The Contracting Officer's Representative (COR) is Allison Crimmins and the Alternate COR is Lesley Jantarasami:</p> <p>Allison Crimmins (202) 343-9170 crimmins.allison@epa.gov</p> <p>Lesley Jantarasami (202) 343-9963 Continued ...</p>					

TOTAL CARRIED FORWARD TO 1ST PAGE (ITEM 17(H))

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**ORDER FOR SUPPLIES OR SERVICES
SCHEDULE - CONTINUATION**

PAGE NO

3

IMPORTANT: Mark all packages and papers with contract and/or order numbers.

DATE OF ORDER 11/03/2015 CONTRACT NO. EP-BPA-12-H-0025

ORDER NO. EP-B16H-00006

ITEM NO. (a)	SUPPLIES/SERVICES (b)	QUANTITY ORDERED (c)	UNIT (d)	UNIT PRICE (e)	AMOUNT (f)	QUANTITY ACCEPTED (g)
0001	<p>jantarasami.lesley@epa.gov Admin Office: HPOD US Environmental Protection Agency Ariel Rios Building 1200 Pennsylvania Avenue, N. W. Mail Code: 3803R Washington DC 20460 Period of Performance: 11/03/2015 to 11/02/2016</p> <p>"Support for Development of Climate Communications Products"</p> <p>Time-and-Materials Line Item in the amount of \$236,584.06 and 2,115 direct labor for Task 1, Task 4, and Task 5 of the statement of work.</p> <p>Accounting Info: 15-16-B-58F3-101A46-2505-1558FC5786-00 1 BFY: 15 EFY: 16 Fund: B Budget Org: 58F3 Program (PRC): 101A46 Budget (BOC): 2505 DCN - Line ID: 1558FC5786-001 Funding Flag: Partial Funded: \$236,584.06</p>				236,584.06	

TOTAL CARRIED FORWARD TO 1ST PAGE (ITEM 17(H))

\$236,584.06

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ORDER FOR SUPPLIES OR SERVICES

PAGE OF PAGES

1 7

IMPORTANT: Mark all packages and papers with contract and/or order numbers.

1. DATE OF ORDER 10/16/2012		2. CONTRACT NO. (If any) EP-BPA-12-H-0025		6. SHIP TO: a. NAME OF CONSIGNEE OAR/OAP/CCD	
3. ORDER NO. EP-B13H-00010		4. REQUISITION/REFERENCE NO. PR-OAR-12-01285			
5. ISSUING OFFICE (Address correspondence to) HPOD US Environmental Protection Agency Ariel Rios Building 1200 Pennsylvania Avenue, N. W. Mail Code: 3803R Washington DC 20460				b. STREET ADDRESS US Environmental Protection Agency 1200 Pennsylvania Avenue NW Mail Code: 62107J OAP/CCD	
				c. CITY Washington	d. STATE DC
				e. ZIP CODE 20460	
7. TO: a. NAME OF CONTRACTOR ABT ASSOCIATES INC				f. SHIP VIA	
b. COMPANY NAME				8. TYPE OF ORDER	
c. STREET ADDRESS 55 WHEELER ST				<input type="checkbox"/> a. PURCHASE <input checked="" type="checkbox"/> b. DELIVERY REFERENCE YOUR: Please furnish the following on the terms and conditions specified on both sides of this order and on the attached sheet, if any, including delivery as indicated.	
d. CITY CAMBRIDGE		e. STATE MA	f. ZIP CODE 021381168		
9. ACCOUNTING AND APPROPRIATION DATA See Schedule				10. REQUISITIONING OFFICE HPOD	
11. BUSINESS CLASSIFICATION (Check appropriate box(es)) <input type="checkbox"/> a. SMALL <input type="checkbox"/> b. OTHER THAN SMALL <input type="checkbox"/> c. DISADVANTAGED <input type="checkbox"/> d. WOMEN-OWNED <input type="checkbox"/> e. HUBZone <input type="checkbox"/> f. SERVICE-DISABLED VETERAN-OWNED <input type="checkbox"/> g. WOMEN-OWNED SMALL BUSINESS (WOSB) ELIGIBLE UNDER THE WOSB PROGRAM <input type="checkbox"/> h. EDWOSB					12. F.O.B. POINT Destination
13. PLACE OF a. INSPECTION Destination		b. ACCEPTANCE Destination		14. GOVERNMENT B/L NO.	
				15. DELIVER TO F.O.B. POINT ON OR BEFORE (Date)	
				16. DISCOUNT TERMS	

17. SCHEDULE (See reverse for Rejections)

ITEM NO. (a)	SUPPLIES OR SERVICES (b)	QUANTITY ORDERED (c)	UNIT (d)	UNIT PRICE (e)	AMOUNT (f)	QUANTITY ACCEPTED (g)
	GSA Contract #: GS-10F-0146L DUNS Number: (b)(4) The Contracting Officer's Representative for the subject call order is Erin Birgfeld. Continued ...					
18. SHIPPING POINT		19. GROSS SHIPPING WEIGHT		20. INVOICE NO.		17(h) TOTAL (Cont. pages)
21. MAIL INVOICE TO:						
a. NAME RTP Finance Center				\$0.00		17(i) GRAND TOTAL
b. STREET ADDRESS (or P.O. Box) US Environmental Protection Agency RTP-Finance Center (D143-02) 109 TW Alexander Drive				\$80,283.00		
c. CITY Durham		d. STATE NC	e. ZIP CODE 27711			
22. UNITED STATES OF AMERICA BY (Signature)				23. NAME (Typed) Christopher Jenson TITLE: CONTRACTING/ORDERING OFFICER		

**ORDER FOR SUPPLIES OR SERVICES
SCHEDULE - CONTINUATION**

PAGE NO

2

IMPORTANT: Mark all packages and papers with contract and/or order numbers.

DATE OF ORDER
10/16/2012

CONTRACT NO.
EP-BPA-12-H-0025

ORDER NO.
EP-B13H-00010

ITEM NO. (a)	SUPPLIES/SERVICES (b)	QUANTITY ORDERED (c)	UNIT (d)	UNIT PRICE (e)	AMOUNT (f)	QUANTITY ACCEPTED (g)
0001	<p>The subject call order is awarded in the amount of \$80,283. The call order includes SOW Tasks 1 (partial) and 4.</p> <p>The subject call order is incrementally funded in the amount of \$35,000. The Contractor shall notify the Contracting Officer in writing whenever it has reason to believe that total incurred cost will exceed 85% of the total funded amount.</p> <p>Admin Office: HPOD US Environmental Protection Agency Ariel Rios Building 1200 Pennsylvania Avenue, N. W. Mail Code: 3803R Washington DC 20460</p> <p>Period of Performance: 10/16/2012 to 10/15/2013</p> <p>Support for Climate Communications Effort (RFQ# PR-OAR-12-01946, SOW Tasks 1 and 4)</p> <p>Accounting Info: 12-13-B-58F5-101A46-2505-1258FC2585-00 1 BFY: 12 EFY: 13 Fund: B Budget Org: 58F5 Program (PRC): 101A46 Budget (BOC): 2505 DCN - Line ID: 1258FC2585-001 Funding Flag: Partial Funded: \$35,000.00</p>					

TOTAL CARRIED FORWARD TO 1ST PAGE (ITEM 17(H))

\$0.00

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Statement of Work

Support for Climate Communications Efforts

I. INTRODUCTION

The Climate Change Division (CCD) in the U.S. EPA's Office of Air and Radiation works to assess and address global climate change and the associated risks to human health and the environment. CCD plays a key role in United States and international efforts to address climate change by:

- Educating the public on climate change and EPA climate change activities;
- Designing and implementing the mandatory Greenhouse Gas (GHG) Reporting Program; Implementing successful voluntary programs to reduce non-carbon dioxide (CO₂) emissions, including the Global Methane Initiative (GMI);
- Analyzing CO₂ and non-CO₂ GHG emissions and economically efficient reduction, sequestration, and adaptation options;
- Communicating climate analyses and strategies to policy-makers, experts, and U.S. climate negotiators.

This Statement of Work (SOW) supports EPA in implementing a variety of activities related to the climate change communications that are required to fulfill the mission of CCD.

II. BACKGROUND AND PURPOSE

EPA will improve the ability of the American public to participate in the protection of human health and the environment through environmental education, outreach and data availability programs. EPA's communications efforts support this goal by:

- presenting accurate information on the issue of climate change and global warming in a way that is accessible and meaningful to all parts of society – communities, individuals, business, public officials and governments;
- increasing public awareness concerning greenhouse gas emissions, the science and potential impacts associated with climate change, and mitigation and adaptation actions and options; and,
- presenting information on EPA's climate change activities

This Statement of Work (SOW) supports climate communication efforts through messaging development, outreach planning, web enhancements, social media initiatives, print documents, presentations, and other educational media.

EPA has recently updated its climate change web site (www.epa.gov/climatechange). The Climate Change Division is now responsible for maintaining the site and making improvements.

In addition to developing and maintaining EPA's climate change web site, CCD communicates on climate change through other media including printed educational material and presentations on climate change for conferences and events. EPA has growing presence in social media outlets such as Facebook and Twitter, and is working to expand our use of these outlets.

III. STATEMENT OF WORK TASKS

The Contractor shall perform the following tasks:

Task 1. Project Management

Under this Task, the Contractor shall attend a kick-off meeting, either via conference call or in-person, whichever is most cost-effective to the Government, to discuss the goals and strategy for completing the deliverables. The Contractor shall also participate in a wrap-up meeting at the end of the period of performance to discuss work completed under this Statement of Work.

The Contractor shall provide project management and shall submit a Monthly Status Report to EPA's Contracting Officer's Representative (COR) and Contracting Officer (CO) in accordance with the Project Reporting section below. The COR will notify the contractor of any significant content updates conducted on the EPA web sites that may impact the type and frequency of public response. The Contractor shall ensure that the final products under each task meet the requirements set out in this document.

The Project Manager shall be an expert in climate change science and policy issues, climate communications, and web development (as applicable to the task) to provide substantive input into the development of deliverables, including project scoping, concept development, development of level-of-effort estimates, product development, and product review. The Project Manager will actively manage all members of the contracting team for each task to ensure that work is coordinated, consistent across the team, and appropriate to EPA goals. The Project Manager will also take a leading role in ensuring EPA timelines for time-sensitive projects are met: helping to identify causes for delay, offering suggestions for overcoming obstacles (where possible), and adjusting schedules to show on a regular basis how delays in completion and review of intermediate tasks will affect the timing of the project as a whole. The Project Manager will not hesitate to contact EPA with questions or schedule reminders. The Project Manager will keep track of timing of multiple pieces of the larger task, and will anticipate and prepare for fluctuations in work load, so that tasks may be completed in a timely manner.

During the Period of Performance, the Contractor shall immediately inform the COR and CO by telephone and/or email of any problems that may impede performance and will suggest corrective actions needed by the EPA or the Contractor to solve the problem.

Attend kick-off meeting; Prepare revised staffing and budget plan	Within 2 weeks of award of task order or task(s)
Prepare Monthly Progress Report/Budget Tracking Template	Draft due within 5 business days of kick-off meeting; Final due within 5 business days of EPA COR comments
Monthly Progress Report	By 10 th business day each month
Attend wrap-up meeting	At least 2 weeks prior to end of POP, per COR direction

Task 4. Maintenance and Upgrades related to EPA's Students Guide to Climate Change Site

EPA's *A Student's Guide to Global Climate Change Website*

(www.epa.gov/climatechange/students), launched April 14, 2011, supports EPA's goal of improving environmental education:

- By presenting accurate information on the issue of climate change and global warming in a way that is accessible and meaningful to students and educators.
- By increasing public awareness concerning greenhouse gas emissions, the science and potential impacts associated with climate change, and mitigation and adaptation actions and options; and,
- By supporting EPA's climate change outreach and communication efforts.

This Task will support both maintenance and ongoing improvements to the usability, accessibility of information, content utility, and visual interest level of EPA's Student's Climate Change Website. The work will specifically include: website content management, content and other updates/ enhancements to interactive features, website promotion and outreach activities for the site. All web and Social Media development will adhere to EPA guidance/conventions. Below are the key areas of work under this task:

Site Maintenance and Support

The contracting shall undertake all activities required for web maintenance and updates for the student climate change website including key activities such as:

- Web updates
 - Periodically reviewing the site to check for broken links
 - Reviewing the site to identify outdated references, and updating as necessary
 - Assisting with the development of updated site content, and linking between the Students site and the main site (epa.gov/climatechange).
- Site analytics
 - Working with COR to determine key metrics to follow for site usage, best tools for monitoring site statistics
 - Tracking of usage statistics through Google, and preparing monthly reports summarizing key site statistics.
 - After several months of statistics data, preparing a web analytics overview report that summarizes trends in site usages, and opportunities for site improvements
- FAQs
 - Supporting the Students site "inbox" and assisting with drafting responses to questions received (estimated to be 20-30 questions per month, depending on time of year)
- Maintaining staging site and copies of all site materials

Site Enhancements and Promotion

The contractor shall implement enhancements and activities to promote use of the Student site:

Such activities include:

- Developing lesson plans for 6th-8th grade levels that cover the climate change topics within the Student's Climate Change Website. These plans will complement and build on EPA lesson plans that are currently under development.
- Evaluating the site for accessibility on mobile devices, and developing and implementing a strategy for updating the site to improve site performance on tablets and smart phones. Activities may include rebuilding interactive site elements that are currently in Flash in jQuery.
- Evaluating and implementing options to incorporate tools for sharing materials through downloadable videos, email sharing, and social media tools, in order to increase dissemination of web information.
- Developing additional content for the site, such as new "expeditions", or additions to the "Did You Know" section
- Updating existing interactive features of the student site (e.g. Student Calculator, updating and expanding Expeditions).
- Scoping, and potentially implementing, opportunities to adapt the site for other audiences (i.e. high school level), including videos, additional text, etc.
- Scoping, and potentially implementing, student and teacher engagement activities related to the climate site. Activities could include a forum for teachers to share information on how they are teaching climate change or poster or video contests for students to demonstrate what climate change means to them.
- Assisting with other educational outreach activities related to the Student's Climate Change Site (e.g. on Earth Day). Related support activities may include assistance developing posters, presentations and background documents such as fact sheets and questions and answers.
- Developing and implementing a social media strategy to drive traffic to EPA's student's climate site and related products

Site maintenance work plan	10 days following kick off meeting for this task
Website analytics reports	Monthly
Responses to questions from the public. (anticipate an average of 4 per week)	Responses developed within 10 days of receipt of question
Work plan for implementing specific site enhancements and promotions selected by COR during initial meeting.	10 days following kick off meeting for this task.

IV. PROJECT REPORTING

Monthly Status Report

The Contractor shall provide monthly status reports that shall include, at a minimum, the following information for each of the above tasks and a summary of all tasks:

- Activities of the past month – a summary of the actions taken and progress made on all outstanding tasks for the past month.
- Activities of the next month – a review of the work planned to be done to meet task requirements.
- Problems/Issues – a discussion of problems or difficulties either anticipated or encountered.

- Hours – as applicable, total hours expended during the month, and cumulative total to date. Hours expended must be identified by individual and labor category.
- Funds – as applicable, total funds expended during the month, cumulative total to date, outstanding commitments, and percentage of approved funds spent to date.

The Contractor will communicate by telephone with the COR bi-weekly (unless otherwise directed by the COR) on a mutually acceptable day of the week to discuss progress, problems, and the status of ongoing work. **A dynamic status/progress report should be made available to the COR in an electronic format at the bi-weekly meeting.**

The Contractor should be prepared to submit copies of all work in progress for inspection at any time directed by the COR.

Distribution of Deliverables

All deliverables including status reports between the Contractor and the Government shall be delivered as:

- One copy in paper or electronic format to the EPA COR and EPA Contracting Officer.
- The Contractor shall deliver all draft, and final reports, briefing materials and minutes, data sets, etc. in hard copy or electronic format via a delivery service or electronic mail.
- The Contractor shall submit a Letter of Transmittal with each deliverable, unless otherwise noted, which includes, at a minimum, the task/deliverable identified, type (draft or final), due date, submission date, deliverable name, and name of EPA COR.

The EPA COR will review deliverables for technical content, completeness, and grammar. Final inspection, testing and acceptance of all reports and other deliverables will be performed by the EPA COR or other individual(s) designated as subject matter technical expert(s) by the EPA COR.

AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT		1. CONTRACT ID CODE		PAGE OF PAGES 1 3	
2. AMENDMENT/MODIFICATION NO. 001		3. EFFECTIVE DATE 01/11/2013		4. REQUISITION/PURCHASE REQ. NO. PR-OAR-13-00489	
5. PROJECT NO. (If applicable)		6. ISSUED BY CODE HPOD		7. ADMINISTERED BY (If other than Item 6) CODE HPOD	
HPOD US Environmental Protection Agency Ariel Rios Building 1200 Pennsylvania Avenue, N. W. Mail Code: 3803R Washington DC 20460		HPOD US Environmental Protection Agency Ariel Rios Building 1200 Pennsylvania Avenue, N. W. Mail Code: 3803R Washington DC 20460			
8. NAME AND ADDRESS OF CONTRACTOR (No., street, county, State and ZIP Code) ABT ASSOCIATES INC 55 WHEELER ST CAMBRIDGE MA 021381168		(x)		9A. AMENDMENT OF SOLICITATION NO.	
				9B. DATED (SEE ITEM 11)	
		x		10A. MODIFICATION OF CONTRACT/ORDER NO. EP-BPA-12-H-0025 EP-B13H-00010	
				10B. DATED (SEE ITEM 13) 10/16/2012	
CODE (b)(4)				FACILITY CODE	

11. THIS ITEM ONLY APPLIES TO AMENDMENTS OF SOLICITATIONS

☐ The above numbered solicitation is amended as set forth in Item 14. The hour and date specified for receipt of Offers ☐ is extended, ☐ is not extended.
Offers must acknowledge receipt of this amendment prior to the hour and date specified in the solicitation or as amended, by one of the following methods: (a) By completing Items 8 and 15, and returning _____ copies of the amendment; (b) By acknowledging receipt of this amendment on each copy of the offer submitted; or (c) By separate letter or telegram which includes a reference to the solicitation and amendment numbers. FAILURE OF YOUR ACKNOWLEDGEMENT TO BE RECEIVED AT THE PLACE DESIGNATED FOR THE RECEIPT OF OFFERS PRIOR TO THE HOUR AND DATE SPECIFIED MAY RESULT IN REJECTION OF YOUR OFFER. If by virtue of this amendment you desire to change an offer already submitted, such change may be made by telegram or letter, provided each telegram or letter makes reference to the solicitation and this amendment, and is received prior to the opening hour and date specified.

12. ACCOUNTING AND APPROPRIATION DATA (If required) Net Increase: \$45,283.00
See Schedule

13. THIS ITEM ONLY APPLIES TO MODIFICATION OF CONTRACTS/ORDERS. IT MODIFIES THE CONTRACT/ORDER NO. AS DESCRIBED IN ITEM 14.

CHECK ONE	A. THIS CHANGE ORDER IS ISSUED PURSUANT TO: (Specify authority) THE CHANGES SET FORTH IN ITEM 14 ARE MADE IN THE CONTRACT ORDER NO. IN ITEM 10A.
X	B. THE ABOVE NUMBERED CONTRACT/ORDER IS MODIFIED TO REFLECT THE ADMINISTRATIVE CHANGES (such as changes in paying office, appropriation date, etc.) SET FORTH IN ITEM 14, PURSUANT TO THE AUTHORITY OF FAR 43.103(b).
	C. THIS SUPPLEMENTAL AGREEMENT IS ENTERED INTO PURSUANT TO AUTHORITY OF:
	D. OTHER (Specify type of modification and authority)

E. IMPORTANT: Contractor ☒ is not, ☐ is required to sign this document and return _____ 0 copies to the issuing office.

14. DESCRIPTION OF AMENDMENT/MODIFICATION (Organized by UCF section headings, including solicitation/contract subject matter where feasible.)

GSA Contract #: GS-10F-0146L

DUNS Number: (b)(4)

The purpose of this administrative modification is to implement the following changes:

1. The Contracting Officer's Representative has changed from Erin Birgfeld to Isabel DeLuca.
2. The Alternate Contracting Officer's Representative has changed from Isabel DeLuca to Erin Birgfeld.
3. Funds in the amount of \$45,283 are hereby added to the subject call order. The subject Continued ...

Except as provided herein, all terms and conditions of the document referenced in Item 9A or 10A, as heretofore changed, remains unchanged and in full force and effect.

15A. NAME AND TITLE OF SIGNER (Type or print)		16A. NAME AND TITLE OF CONTRACTING OFFICER (Type or print) Christopher Jensen	
15B. CONTRACTOR/OFFEROR (Signature of person authorized to sign)	15C. DATE SIGNED	16B. UNITED STATES OF AMERICA (Signature of Contracting Officer)	16C. DATE SIGNED 01/11/2013

CONTINUATION SHEET	REFERENCE NO. OF DOCUMENT BEING CONTINUED EP-BPA-12-H-0025/EP-B13H-00010/001	PAGE	OF
		2	3

NAME OF OFFEROR OR CONTRACTOR
ABT ASSOCIATES INC

ITEM NO. (A)	SUPPLIES/SERVICES (B)	QUANTITY (C)	UNIT (D)	UNIT PRICE (E)	AMOUNT (F)
	<p>call order is fully funded in the amount of \$80,283,</p> <p>LIST OF CHANGES: Obligated Amount for this Modification: \$45,283.00 New Total Obligated Amount for this Award: \$80,283.00 Incremental Funded Amount changed: from \$35,000.00 to \$80,283.00</p> <p>Contracting Officer Representative changed from Erin Birgfeld</p> <p>to Isabel DeLuca</p> <p>Alternate COR/Project Officer changed to : Erin Birgfeld</p> <p>CHANGES FOR LINE ITEM NUMBER: 1 Obligated Amount for this modification: \$45,283.00 Incremental Funded Amount changed from \$35,000.00 to \$80,283.00</p> <p>NEW ACCOUNTING CODE ADDED: Account code: 13-14-B-58F1-101A46-2505-1358FC3546-001 Beginning Fiscal Year 13 Ending Fiscal Year 14 Fund (Appropriation) B Budget Organization 58F1 Quantity: 0 Amount: \$45,283.00 Percent: 56.40422 Subject To Funding: N Payment Address: RTP Finance Center US Environmental Protection Agency RTP-Finance Center (D143-02) 109 TW Alexander Drive Durham NC 27711</p> <p>Delivery Location Code: OAR/OAP/CCD OAR/OAP/CCD US Environmental Protection Agency 1200 Pennsylvania Avenue NW Mail Code: 62107J OAP/CCD Washington DC 20460 USA</p> <p>Continued ...</p>				

CONTINUATION SHEET	REFERENCE NO. OF DOCUMENT BEING CONTINUED EP-BPA-12-H-0025/EP-B13H-00010/001	PAGE	OF
		3	3

NAME OF OFFEROR OR CONTRACTOR
ABT ASSOCIATES INC

ITEM NO. (A)	SUPPLIES/SERVICES (B)	QUANTITY (C)	UNIT (D)	UNIT PRICE (E)	AMOUNT (F)
	Payment: RTP Finance Center US Environmental Protection Agency RTP-Finance Center (D143-02) 109 TW Alexander Drive Durham NC 27711 FOB: Destination Period of Performance: 10/16/2012 to 10/15/2013				

AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT		1. CONTRACT ID CODE		PAGE OF PAGES 1 2	
2. AMENDMENT/MODIFICATION NO. 002		3. EFFECTIVE DATE See Block 16C		4. REQUISITION/PURCHASE REQ. NO.	
5. PROJECT NO. (If applicable)		6. ISSUED BY HPOD		7. ADMINISTERED BY (If other than Item 6) CODE	
8. NAME AND ADDRESS OF CONTRACTOR (No., street, county, State and ZIP Code) ABT ASSOCIATES INC 55 WHEELER ST CAMBRIDGE MA 021381168		(x) 9A. AMENDMENT OF SOLICITATION NO.		9B. DATED (SEE ITEM 11)	
CODE (b)(4)		FACILITY CODE		10A. MODIFICATION OF CONTRACT/ORDER NO. EP-BPA-12-H-0025 EP-B13H-00010 10B. DATED (SEE ITEM 13) 10/16/2012	

11. THIS ITEM ONLY APPLIES TO AMENDMENTS OF SOLICITATIONS

☐ The above numbered solicitation is amended as set forth in Item 14. The hour and date specified for receipt of Offers ☐ is extended, ☐ is not extended. Offers must acknowledge receipt of this amendment prior to the hour and date specified in the solicitation or as amended, by one of the following methods: (a) By completing Items 8 and 15, and returning _____ copies of the amendment; (b) By acknowledging receipt of this amendment on each copy of the offer submitted; or (c) By separate letter or telegram which includes a reference to the solicitation and amendment numbers. FAILURE OF YOUR ACKNOWLEDGEMENT TO BE RECEIVED AT THE PLACE DESIGNATED FOR THE RECEIPT OF OFFERS PRIOR TO THE HOUR AND DATE SPECIFIED MAY RESULT IN REJECTION OF YOUR OFFER. If by virtue of this amendment you desire to change an offer already submitted, such change may be made by telegram or letter, provided each telegram or letter makes reference to the solicitation and this amendment, and is received prior to the opening hour and date specified.

12. ACCOUNTING AND APPROPRIATION DATA (If required)
See Schedule

13. THIS ITEM ONLY APPLIES TO MODIFICATION OF CONTRACTS/ORDERS. IT MODIFIES THE CONTRACT/ORDER NO. AS DESCRIBED IN ITEM 14.

CHECK ONE	A. THIS CHANGE ORDER IS ISSUED PURSUANT TO: (Specify authority) THE CHANGES SET FORTH IN ITEM 14 ARE MADE IN THE CONTRACT ORDER NO. IN ITEM 10A.
X	B. THE ABOVE NUMBERED CONTRACT/ORDER IS MODIFIED TO REFLECT THE ADMINISTRATIVE CHANGES (such as changes in paying office, appropriation date, etc.) SET FORTH IN ITEM 14, PURSUANT TO THE AUTHORITY OF FAR 43.103(b).
	C. THIS SUPPLEMENTAL AGREEMENT IS ENTERED INTO PURSUANT TO AUTHORITY OF:
	D. OTHER (Specify type of modification and authority)

E. IMPORTANT: Contractor ☒ is not, ☐ is required to sign this document and return 0 copies to the issuing office.

14. DESCRIPTION OF AMENDMENT/MODIFICATION (Organized by UCF section headings, including solicitation/contract subject matter where feasible.)

GSA Contract #: GS-10F-0146L

DUNS Number: (b)(4)

The purpose of this modification is to extend the period of performance for the subject call order to November 30, 2013, at no cost to the government. All other terms and conditions remain unchanged.

Continued ...

Except as provided herein, all terms and conditions of the document referenced in Item 9A or 10A, as heretofore changed, remains unchanged and in full force and effect.

15A. NAME AND TITLE OF SIGNER (Type or print)		16A. NAME AND TITLE OF CONTRACTING OFFICER (Type or print) Rachel Schwartz	
15B. CONTRACTOR/OFFEROR (Signature of person authorized to sign)	15C. DATE SIGNED	16B. UNITED STATES OF AMERICA (Signature of Contracting Officer)	16C. DATE SIGNED

CONTINUATION SHEET	REFERENCE NO. OF DOCUMENT BEING CONTINUED	PAGE	OF
	EP-BPA-12-H-0025/EP-B13H-00010/002	2	2

NAME OF OFFEROR OR CONTRACTOR
 ABT ASSOCIATES INC

ITEM NO. (A)	SUPPLIES/SERVICES (B)	QUANTITY (C)	UNIT (D)	UNIT PRICE (E)	AMOUNT (F)
	Payment: RTP Finance Center US Environmental Protection Agency RTP-Finance Center Mail Drop D143-02 109 TW Alexander Drive Durham NC 27711 Period of Performance: 10/16/2012 to 11/30/2013				

ORDER FOR SUPPLIES OR SERVICES

PAGE OF PAGES
1 16

IMPORTANT: Mark all packages and papers with contract and/or order numbers.

1. DATE OF ORDER 10/23/2012		2. CONTRACT NO. (If any) EP-BPA-12-H-0025		6. SHIP TO:	
3. ORDER NO. EP-B13H-00013		4. REQUISITION/REFERENCE NO. See Schedule		a. NAME OF CONSIGNEE OAR/OAP/CCD	
5. ISSUING OFFICE (Address correspondence to) HPOD US Environmental Protection Agency Ariel Rios Building 1200 Pennsylvania Avenue, N. W. Mail Code: 3803R Washington DC 20460				b. STREET ADDRESS US Environmental Protection Agency 1200 Pennsylvania Avenue NW Mail Code: 62107J OAP/CCD	
7. TO:				c. CITY Washington	d. STATE DC
a. NAME OF CONTRACTOR ABT ASSOCIATES INC				e. ZIP CODE 20460	
b. COMPANY NAME				f. SHIP VIA	
c. STREET ADDRESS 55 WHEELER ST				8. TYPE OF ORDER	
d. CITY CAMBRIDGE				<input type="checkbox"/> a. PURCHASE <input checked="" type="checkbox"/> b. DELIVERY REFERENCE YOUR: Request for Quotation: Please furnish the following on the terms and conditions specified on both sides of this order and on the attached sheet, if any, including delivery as indicated.	
e. STATE MA				f. ZIP CODE 021381168	
9. ACCOUNTING AND APPROPRIATION DATA See Schedule				10. REQUISITIONING OFFICE HPOD	
11. BUSINESS CLASSIFICATION (Check appropriate box(es)) <input type="checkbox"/> a. SMALL <input type="checkbox"/> b. OTHER THAN SMALL <input type="checkbox"/> c. DISADVANTAGED <input type="checkbox"/> d. WOMEN-OWNED <input type="checkbox"/> e. HUBZone <input type="checkbox"/> f. SERVICE-DISABLED <input type="checkbox"/> g. WOMEN-OWNED SMALL BUSINESS (WOSB) <input type="checkbox"/> h. EDWOSB VETERAN-OWNED ELIGIBLE UNDER THE WOSB PROGRAM				12. F.O.B. POINT Destination	
13. PLACE OF		14. GOVERNMENT B/L NO.		15. DELIVER TO F.O.B. POINT ON OR BEFORE (Date)	
a. INSPECTION Destination	b. ACCEPTANCE Destination			16. DISCOUNT TERMS	

17. SCHEDULE (See reverse for Rejections)

ITEM NO. (a)	SUPPLIES OR SERVICES (b)	QUANTITY ORDERED (c)	UNIT (d)	UNIT PRICE (e)	AMOUNT (f)	QUANTITY ACCEPTED (g)
	GSA Contract #: GS-10F-0146L DUNS Number: (b)(4)					
Continued ...						
18. SHIPPING POINT		19. GROSS SHIPPING WEIGHT		20. INVOICE NO.		17(h) TOTAL (Cont. pages)
21. MAIL INVOICE TO:						
a. NAME		RTP Finance Center				\$73,097.00
b. STREET ADDRESS (or P.O. Box)		US Environmental Protection Agency RTP-Finance Center Mail Drop D143-02 109 TW Alexander Drive				
c. CITY Durham		d. STATE NC	e. ZIP CODE 27711		\$73,097.00	17(i) GRAND TOTAL
22. UNITED STATES OF AMERICA BY (Signature)		23. NAME (Typed) Rachel Schwartz TITLE: CONTRACTING/ORDERING OFFICER				

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PREVIOUS EDITION NOT USABLE

OPTIONAL FORM 347 (Rev. 2/2012)
Prescribed by GSA/FAR 48 CFR 53.213(f)

ORDER FOR SUPPLIES OR SERVICES

PAGE NO

SCHEDULE - CONTINUATION

2

IMPORTANT: Mark all packages and papers with contract and/or order numbers.

DATE OF ORDER

CONTRACT NO.

ORDER NO.

10/23/2012

EP-BPA-12-H-0025

EP-B13H-00013

ITEM NO. (a)	SUPPLIES/SERVICES (b)	QUANTITY ORDERED (c)	UNIT (d)	UNIT PRICE (e)	AMOUNT (f)	QUANTITY ACCEPTED (g)
0001	<p>Admin Office: HPOD US Environmental Protection Agency Ariel Rios Building 1200 Pennsylvania Avenue, N. W. Mail Code: 3803R Washington DC 20460 Period of Performance: 10/23/2012 to 10/22/2013</p> <p>Meta-Analysis of Literature on the Costs of Climate Extremes order in accordance with the attached statement of work and the Abt quotation dated September 20, 2012. The ceiling price of this order is \$73,097.00 and it is fully funded. All clauses contained in EP-BPA-12-H-0025 and GS-10F-0146L apply to this order. The COR responsible for all invoice approvals is Lesley Jantarasami. Requisition No: PR-OAR-12-01494</p> <p>Accounting Info: 12-13-B-58F3-101A46-2505-1258FC2603-00 1 BFY: 12 EFY: 13 Fund: B Budget Org: 58F3 Program (PRC): 101A46 Budget (BOC): 2505 DCN - Line ID: 1258FC2603-001 Funding Flag: Complete Funded: \$73,097.00</p> <p>The obligated amount of award: \$73,097.00. The total for this award is shown in box 17(i).</p>				73,097.00	

TOTAL CARRIED FORWARD TO 1ST PAGE (ITEM 17(H))

\$73,097.00

AUTHORIZED FOR LOCAL REPRODUCTION
PREVIOUS EDITION NOT USABLE

OPTIONAL FORM 348 (Rev. 4/2008)

Prescribed by GSA FAR (48 CFR) 53.213(f)

AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT		1. CONTRACT ID CODE		PAGE OF PAGES 1 2	
2. AMENDMENT/MODIFICATION NO. 001		3. EFFECTIVE DATE See Block 16C		4. REQUISITION/PURCHASE REQ. NO. See Schedule	
5. PROJECT NO. (If applicable)		6. ISSUED BY HPOD		7. ADMINISTERED BY (If other than Item 6) CODE	
8. NAME AND ADDRESS OF CONTRACTOR (No., street, county, State and ZIP Code) ABT ASSOCIATES INC 55 WHEELER ST CAMBRIDGE MA 021381168		(X) 9A. AMENDMENT OF SOLICITATION NO.		9B. DATED (SEE ITEM 11)	
CODE (b)(4)		FACILITY CODE		10A. MODIFICATION OF CONTRACT/ORDER NO. EP-BPA-12-H-0025 EP-B13H-00013 10B. DATED (SEE ITEM 13) 10/23/2012	

11. THIS ITEM ONLY APPLIES TO AMENDMENTS OF SOLICITATIONS

☐ The above numbered solicitation is amended as set forth in Item 14. The hour and date specified for receipt of Offers ☐ is extended, ☐ is not extended.
Offers must acknowledge receipt of this amendment prior to the hour and date specified in the solicitation or as amended, by one of the following methods: (a) By completing Items 8 and 15, and returning _____ copies of the amendment; (b) By acknowledging receipt of this amendment on each copy of the offer submitted; or (c) By separate letter or telegram which includes a reference to the solicitation and amendment numbers. FAILURE OF YOUR ACKNOWLEDGEMENT TO BE RECEIVED AT THE PLACE DESIGNATED FOR THE RECEIPT OF OFFERS PRIOR TO THE HOUR AND DATE SPECIFIED MAY RESULT IN REJECTION OF YOUR OFFER. If by virtue of this amendment you desire to change an offer already submitted, such change may be made by telegram or letter, provided each telegram or letter makes reference to the solicitation and this amendment, and is received prior to the opening hour and date specified.

12. ACCOUNTING AND APPROPRIATION DATA (If required) Net Increase: \$22,701.00
See Schedule

13. THIS ITEM ONLY APPLIES TO MODIFICATION OF CONTRACTS/ORDERS. IT MODIFIES THE CONTRACT/ORDER NO. AS DESCRIBED IN ITEM 14.

CHECK ONE	A. THIS CHANGE ORDER IS ISSUED PURSUANT TO: (Specify authority) THE CHANGES SET FORTH IN ITEM 14 ARE MADE IN THE CONTRACT ORDER NO. IN ITEM 10A.
X	B. THE ABOVE NUMBERED CONTRACT/ORDER IS MODIFIED TO REFLECT THE ADMINISTRATIVE CHANGES (such as changes in paying office, appropriation date, etc.) SET FORTH IN ITEM 14, PURSUANT TO THE AUTHORITY OF FAR 43.103(b).
	C. THIS SUPPLEMENTAL AGREEMENT IS ENTERED INTO PURSUANT TO AUTHORITY OF:
	D. OTHER (Specify type of modification and authority)

E. IMPORTANT: Contractor ☒ is not, ☐ is required to sign this document and return 0 copies to the issuing office.

14. DESCRIPTION OF AMENDMENT/MODIFICATION (Organized by UCF section headings, including solicitation/contract subject matter where feasible.)

GSA Contract #: GS-10F-0146L

DUNS Number: (b)(4)

The purpose of this modification is to increase the level of effort under the subject call order by 155 hours and to obligate an additional \$22,701.00 in funding, changing the order ceiling to \$95,798.00. In addition, the call order period of performance has been extended to 04/22/2014. All other terms and conditions remain unchanged.

Delivery Location Code: OAR/OAP/CCD

OAR/OAP/CCD

US Environmental Protection Agency

1200 Pennsylvania Avenue NW

Mail Code: 62107J

Continued ...

Except as provided herein, all terms and conditions of the document referenced in Item 9A or 10A, as heretofore changed, remains unchanged and in full force and effect.

15A. NAME AND TITLE OF SIGNER (Type or print)		16A. NAME AND TITLE OF CONTRACTING OFFICER (Type or print) Rachel Schwartz	
15B. CONTRACTOR/OFFEROR (Signature of person authorized to sign)	15C. DATE SIGNED	16B. UNITED STATES OF AMERICA (Signature of Contracting Officer)	16C. DATE SIGNED

CONTINUATION SHEET

REFERENCE NO. OF DOCUMENT BEING CONTINUED
EP-BPA-12-H-0025/EP-B13H-00013/001PAGE OF
2 2NAME OF OFFEROR OR CONTRACTOR
ABT ASSOCIATES INC

ITEM NO. (A)	SUPPLIES/SERVICES (B)	QUANTITY (C)	UNIT (D)	UNIT PRICE (E)	AMOUNT (F)
0001	<p>OAP/CCD Washington DC 20460 USA</p> <p>Payment: RTP Finance Center US Environmental Protection Agency RTP-Finance Center (D143-02) 109 TW Alexander Drive Durham NC 27711</p> <p>FOB: Destination Period of Performance: 10/23/2012 to 04/22/2014</p> <p>Change Item 0001 to read as follows (amount shown is the obligated amount):</p> <p>"Meta-Analysis of Literature on the Costs of Climate Extremes"</p> <p>Requisition No: PR-OAR-12-01494, PR-OAR-13-02015</p> <p>Accounting Info: 12-13-B-58F3-101A46-2505---1258FC2603-001 BFY: 12 EFY: 13 Fund: B Budget Org: 58F3 Program (PRC): 101A46 Budget (BOC): 2505 DCN - Line ID: 1258FC2603-001 Funding Flag: Complete Funded: \$0.00</p> <p>Accounting Info: 13-14-B-58F3-101A46XP3-2505---1358FC3759-001 BFY: 13 EFY: 14 Fund: B Budget Org: 58F3 Program (PRC): 101A46XP3 Budget (BOC): 2505 DCN - Line ID: 1358FC3759-001 Funding Flag: Complete Funded: \$22,701.00</p>				22,701.00

ORDER FOR SUPPLIES OR SERVICES						PAGE OF PAGES		
						1	7	
IMPORTANT: Mark all packages and papers with contract and/or order numbers.								
1. DATE OF ORDER 10/23/2012		2. CONTRACT NO. (If any) EP-BPA-12-H-0025		6. SHIP TO:				
3. ORDER NO. EP-B13H-00014		4. REQUISITION/REFERENCE NO. See Schedule		a. NAME OF CONSIGNEE OAR/OAP/CCD				
5. ISSUING OFFICE (Address correspondence to) HPOD US Environmental Protection Agency Ariel Rios Building 1200 Pennsylvania Avenue, N. W. Mail Code: 3803R Washington DC 20460				b. STREET ADDRESS US Environmental Protection Agency 1200 Pennsylvania Avenue NW Mail Code: 62107J OAP/CCD		c. CITY Washington		
				d. STATE DC		e. ZIP CODE 20460		
7. TO:				f. SHIP VIA				
a. NAME OF CONTRACTOR ABT ASSOCIATES INC				8. TYPE OF ORDER				
b. COMPANY NAME				<input type="checkbox"/> a. PURCHASE REFERENCE YOUR:		<input checked="" type="checkbox"/> b. DELIVERY Except for billing instructions on the reverse, this delivery order is subject to instructions contained on this side only of this form and is issued subject to the terms and conditions of the above-numbered contract.		
c. STREET ADDRESS 55 WHEELER ST				Please furnish the following on the terms and conditions specified on both sides of this order and on the attached sheet, if any, including delivery as indicated.				
d. CITY CAMBRIDGE		e. STATE MA		f. ZIP CODE 021381168				
9. ACCOUNTING AND APPROPRIATION DATA See Schedule				10. REQUISITIONING OFFICE HPOD				
11. BUSINESS CLASSIFICATION (Check appropriate box(es))						12. F.O.B. POINT Destination		
<input type="checkbox"/> a. SMALL <input checked="" type="checkbox"/> b. OTHER THAN SMALL <input type="checkbox"/> c. DISADVANTAGED <input type="checkbox"/> d. WOMEN-OWNED <input type="checkbox"/> e. HUBZone <input type="checkbox"/> f. SERVICE-DISABLED VETERAN-OWNED <input type="checkbox"/> g. WOMEN-OWNED SMALL BUSINESS (WOSB) ELIGIBLE UNDER THE WOSB PROGRAM <input type="checkbox"/> h. EDWOSB								
13. PLACE OF		14. GOVERNMENT B/L NO.		15. DELIVER TO F.O.B. POINT ON OR BEFORE (Date)		16. DISCOUNT TERMS		
a. INSPECTION Destination		b. ACCEPTANCE Destination						
17. SCHEDULE (See reverse for Rejections)								
ITEM NO. (a)	SUPPLIES OR SERVICES (b)			QUANTITY ORDERED (c)	UNIT (d)	UNIT PRICE (e)	AMOUNT (f)	QUANTITY ACCEPTED (g)
	GSA Contract #: GS-10F-0146L DUNS Number: (b)(4) COR: Michael Kolian Alt COR: Allison Crimmins Continued ...							
18. SHIPPING POINT		19. GROSS SHIPPING WEIGHT		20. INVOICE NO.				17(h) TOTAL (Cont. pages)
21. MAIL INVOICE TO:								
a. NAME RTP Finance Center						\$152,849.00		
b. STREET ADDRESS (or P.O. Box) US Environmental Protection Agency RTP-Finance Center (D143-02) 109 TW Alexander Drive								
c. CITY Durham						d. STATE NC	e. ZIP CODE 27711	17(i) GRAND TOTAL
22. UNITED STATES OF AMERICA BY (Signature)						23. NAME (Typed) Christopher Jenson TITLE: CONTRACTING/ORDERING OFFICER		

**ORDER FOR SUPPLIES OR SERVICES
SCHEDULE - CONTINUATION**

PAGE NO

2

IMPORTANT: Mark all packages and papers with contract and/or order numbers.

DATE OF ORDER

CONTRACT NO.

ORDER NO.

10/23/2012

EP-BPA-12-H-0025

EP-B13H-00014

ITEM NO. (a)	SUPPLIES/SERVICES (b)	QUANTITY ORDERED (c)	UNIT (d)	UNIT PRICE (e)	AMOUNT (f)	QUANTITY ACCEPTED (g)
0001	<p>The subject call order is fully funded in the amount of \$152,849.</p> <p>Admin Office:</p> <p>HPOD US Environmental Protection Agency Ariel Rios Building 1200 Pennsylvania Avenue, N. W. Mail Code: 3803R Washington DC 20460</p> <p>Period of Performance: 10/23/2012 to 10/22/2013</p> <p>Development Support for Climate Change Indicators Project (RFQ# PR-OAR-12-01800) Requisition No: PR-OAR-12-01495, PR-OAR-12-01496</p> <p>Accounting Info: 12-13-B-58F3-101A46-2505-1258FC2605-00 1 BFY: 12 EFY: 13 Fund: B Budget Org: 58F3 Program (PRC): 101A46 Budget (BOC): 2505 DCN - Line ID: 1258FC2605-001 Funding Flag: Complete Funded: \$150,000.00</p> <p>Accounting Info: 12-13-B-58F3-101A46-2505-1258FC2604-00 1 BFY: 12 EFY: 13 Fund: B Budget Org: 58F3 Program (PRC): 101A46 Budget (BOC): 2505 DCN - Line ID: 1258FC2604-001 Funding Flag: Complete Funded: \$2,849.00</p>				152,849.00	

TOTAL CARRIED FORWARD TO 1ST PAGE (ITEM 17(H))

\$152,849.00

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Statement of Work

Development Support for Climate Change Indicators Project

I. BACKGROUND

To track and communicate information about trends in observed climate change in the United States, the U.S. Environmental Protection Agency's (EPA's) climate change indicators team published a report entitled, *Climate Change Indicators in the United States*¹ as part of its indicators project. The report highlights 24 indicators of climate change. Scientists, analysts, decision-makers, and others use environmental indicators, including those related to climate, to help track trends over time in the state of the environment, key factors that influence the environment, and effects to society. The indicators in EPA's report focus primarily on the United States, but in some cases global trends are presented in order to provide context or a basis for comparison.

In March 2011, the Climate Change Division (CCD) in the Office of Atmospheric Programs (OAP) of U.S. EPA's Office of Air and Radiation (OAR) organized a workshop with experts on various aspects of climate change indicators. The workshop was designed to gather feedback on EPA's 2010 *Climate Change Indicators in the United States* report and to solicit suggestions for future versions of the report and its content.

An updated version of the *Climate Change Indicators in the United States* report is in development, and will include updates to several existing indicators as well as a few new indicators. To complement the print version of the report, a more accessible version will be published online.

In anticipation of future publications and enhancements to EPA's newly launched climate change indicators Web site,² EPA requires Contractor support for the development of new and revised indicator information. Such support involves developing indicator content through method development and investigative research into the scientific literature and other sources of information. This support will include coordination with data providers and EPA partners to facilitate the development of datasets and analyses that are necessary for the preparation of material for future reports and information products.

II. INTRODUCTION

CCD works towards the mission of assessing and addressing global climate change and the associated risks to human health and the environment. CCD plays a key role in United States and international efforts to address climate change by analyzing greenhouse gas (GHG) emissions and economically-efficient reduction (mitigation) and adaptation options; communicating climate analyses and strategies to policy-makers, experts and U.S. climate negotiators; and educating the public on climate change. CCD is also responsible for implementing EPA's Greenhouse Gas Reporting Program, which requires reporting of GHG data and other relevant information from large sources and suppliers in the United States.

The Climate Science and Impacts Branch (CSIB) of CCD is responsible for a variety of analytical activities such as assessing climate change vulnerability and integrating information on climate

¹ *Climate Change Indicators in the United States* EPA 430-R-10-007, April 2010

² <http://www.epa.gov/climatechange/science/indicators/>

science, impacts, and mitigation and adaptation strategies into broader analytical frameworks. One of the primary roles of CSIB is to synthesize and leverage existing information on climate science, impacts, indicators, and adaptation to soundly inform policy decisions and communicate science to the public and other audiences.

III. PURPOSE AND SCOPE OF WORK

The purpose of the tasks outlined in this Statement of Work is to provide development support for EPA's efforts to effectively track and/or communicate observed trends related to climate change. Products associated with these tasks are meant to inform the public, stakeholders, and other constituents with timely, authoritative information on trends related to the causes and effects of climate change.

Under the task order awarded with this Statement of Work, the Contractor will support EPA's efforts in the following key areas:

- Facilitate the development of indicator content related to human health and society.
- Investigate and develop options for updating and/or replacing indicators which have not been updated (e.g., since publication of EPA's 2010 report)
- Explore options for enhancements to indicator content such as providing regional-level analysis or featured case-studies for certain indicators.
- Review of comments received from the development of EPA's Climate Change Indicators in the United States, 2012 draft report to assess the potential for future enhancements to EPA's indicator effort.
- Coordinate and participate in 1-2 indicator content and/or communication strategy development meetings.

IV. TASKS AND DELIVERABLES

Task 1: Program Management

The Contractor shall provide project management under this task, and shall submit a Monthly Progress Report to EPA's Contracting Officer Representative (COR) and Contracting Officer (CO) in accordance with the Section V (Project Reporting). During the Period of Performance, the Contractor shall immediately inform the COR and CO by telephone and/or email of any issue(s) that may impede performance along with any corrective actions needed by the EPA or the Contractor to address the issue(s).

Under this task, the Contractor shall also attend a general or task specific kick-off meeting, either via conference call or in-person, whichever is most cost effective to the Government, to discuss the goals, strategy, and schedule for completing the deliverables. The contractor shall discuss the format of the Monthly Progress Report, including more detailed budget tracking, and propose a progress report template to the EPA COR and CO for approval. The Contractor, under this task, will also attend a wrap-up meeting at the end of the Period of Performance.

In response to the EPA's Statement of Work, the Contractor shall provide draft and final work plans outlining approaches for completing all tasks in a timely manner consistent with the scope of the Statement of Work. The work plan shall include a proposed timeline for deliverables, based on discussions with the COR and other EPA management and staff at a kick-off meeting.

Table 1: Deliverables and schedule under Task 1:

Task 1.1	Attend kick-off meeting; Prepare revised staffing and budget plan	Within 2 weeks of award of order; Final work plan within 1 week of receipt of EPA comments on draft.
Task 1.2	Prepare Monthly Progress Report/Budget Tracking Template	Draft due within 5 business days of kick-off meeting; Final due within 5 business days of EPA COR comments
Task 1.3	Monthly Progress Report	By 10 th business day each month
Task 1.4	Attend wrap-up meeting	At least 2 weeks prior to end of POP, per COR direction

Task 2: Facilitate the development of indicator content related to human health and society.

Description: The Contractor shall support EPA in the development of indicator content related to human health and society. The Contractor shall investigate the scientific literature, consult with experts, and explore other sources of information such as other on-going indicator efforts (e.g., National Climate Assessment) to assess the state of the science of this topic area. Upon direction from the EPA COR, the Contractor will facilitate working arrangements with external partners to coordinate development efforts, or conduct analyses to help validate that an available data series is a valid indicator. Indicator content related to human health and society could include temperature-related effects, social vulnerability, or other health-related or societal impacts.

Table 2: Example deliverables and schedule under Task 2:

Task 2.1	Memorandum of findings and recommended options for developing indicator content related to human health and society. The memorandum shall include options for developing the indicator and describe the how the indicator compares to EPA's indicator criteria. Examples of how the indicator may be displayed graphically shall be included as appropriate.	Draft within 4 months of award of order; Final due within 1 week of receipt of EPA comments on draft.
Task 2.2	An analytical report of the statistical or functional relationship between a scientifically valid indicator(s) for a specific region (or period of time) and one that is broader in scale (or for a longer period of time). The report shall include a discussion of the validity and limitations of scaling the information in the context of including in EPA's indicator report or other associated products.	Draft within 6 months of award of order. Final due within 1 month of receipt of EPA comments on draft.

Task 3: Investigate and develop options for updating and/or replacing indicators that have not been updated and explore options for enhancing EPA's indicator content such as providing regional-level analysis or featured case-studies for certain indicators.

Description: The Contractor shall investigate and if appropriate develop methods for updating and/or replacing indicators which do not currently have a planned update (e.g., bird wintering ranges, snowpack). In addition, the Contractor shall explore options for enhancing EPA indicator content such as providing methods for regional-scale analysis for certain indicators or featured topics. Example topics could include case studies, information collected from organizations of citizen scientists, or highlights of technologies used to track climate change. The Contractor shall support EPA in coordinating with external partners to facilitate development of and acquire information necessary for these updates.

Table 3: Deliverables and schedule under Task 3:

Task 3.1	Memoranda detailing options for updating and/or replacing indicators that have not been updated.	Draft memoranda within 4 months of award of order
Task 3.2	Memoranda detailing methods for enhancing indicator content such as regional-level analysis, featured case studies, or other topics.	Draft within 8 months of award of order. Final due within 2 weeks of receipt of EPA comments on draft.

Task 4: Review of comments received from the development of EPA's Climate Change Indicators in the United States, 2012 draft report to assess the potential for future enhancements to EPA's indicator effort.

Description: The Contractor shall assist EPA in the review, organization, and assessment of comments received from the development of EPA's Climate Change Indicators in the United States, 2012 report (i.e., the peer-review) for the potential development of new and/or enhanced indicator content. Comments include suggestions for new indicators and more general topics such as suggestions for the inclusion of a conceptual framework to better communicate the purpose and importance of EPA's indicator effort.

Table 4: Deliverables and schedule under Task 4:

Task 4.1	Memoranda detailing an organized approach for potentially incorporating suggestions from reviewers into EPA's indicator effort.	Draft memoranda within 4-6 months of obtaining the suggestions from EPA. Memoranda can be submitted as completed (on a rolling basis) within the 4-6 time period.
Task 4.2	Exploratory analysis into the development of 3-4 suggestions for new indicator content.	Draft of proposed suggestions within 3 months of award of order. Report including the exploratory analyses within 8-10 months of award of order.

Task 5: Coordinate and participate in 1-2 indicator content and/or communication strategy development meetings.

Description: The Contractor shall coordinate and participate in 1-2 indicator content and/or communication strategy development meetings. Support will include organizing and developing meeting agenda content which facilitates focused discussion on these topics. The Contractor shall assume meetings will be held in Washington, DC and comprise of 10-15 participants.

Table 5: Deliverables and schedule under Task 5:

Task 5.1	Materials associated with the logistics of the meeting including but not limited to an agenda, discussion documents, and a summary report of the meeting.	Meetings will likely be held around the middle to later half of the period of performance. Prior to and within 2 months of the date of the meeting.
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AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT		1. CONTRACT ID CODE		PAGE OF PAGES 1 2	
2. AMENDMENT/MODIFICATION NO. 001		3. EFFECTIVE DATE See Block 16C		4. REQUISITION/PURCHASE REQ. NO.	
5. PROJECT NO. (if applicable)		6. ISSUED BY CODE HPOD		7. ADMINISTERED BY (if other than Item 6) CODE	
HPOD US Environmental Protection Agency Ariel Rios Building 1200 Pennsylvania Avenue, N. W. Mail Code: 3803R Washington DC 20460		8. NAME AND ADDRESS OF CONTRACTOR (No., street, county, State and ZIP Code) ABT ASSOCIATES INC 55 WHEELER ST CAMBRIDGE MA 021381168		(x) 9A. AMENDMENT OF SOLICITATION NO.	
				9B. DATED (SEE ITEM 11)	
				x 10A. MODIFICATION OF CONTRACT/ORDER NO. EP-BPA-12-H-0025 EP-B13H-00014	
				10B. DATED (SEE ITEM 13) 10/23/2012	
CODE (b)(4)		FACILITY CODE			

11. THIS ITEM ONLY APPLIES TO AMENDMENTS OF SOLICITATIONS

☐ The above numbered solicitation is amended as set forth in Item 14. The hour and date specified for receipt of Offers ☐ is extended, ☐ is not extended.
Offers must acknowledge receipt of this amendment prior to the hour and date specified in the solicitation or as amended, by one of the following methods: (a) By completing Items 8 and 15, and returning _____ copies of the amendment; (b) By acknowledging receipt of this amendment on each copy of the offer submitted; or (c) By separate letter or telegram which includes a reference to the solicitation and amendment numbers. FAILURE OF YOUR ACKNOWLEDGEMENT TO BE RECEIVED AT THE PLACE DESIGNATED FOR THE RECEIPT OF OFFERS PRIOR TO THE HOUR AND DATE SPECIFIED MAY RESULT IN REJECTION OF YOUR OFFER. If by virtue of this amendment you desire to change an offer already submitted, such change may be made by telegram or letter, provided each telegram or letter makes reference to the solicitation and this amendment, and is received prior to the opening hour and date specified.

12. ACCOUNTING AND APPROPRIATION DATA (if required)
See Schedule

13. THIS ITEM ONLY APPLIES TO MODIFICATION OF CONTRACTS/ORDERS. IT MODIFIES THE CONTRACT/ORDER NO. AS DESCRIBED IN ITEM 14.

CHECK ONE	A. THIS CHANGE ORDER IS ISSUED PURSUANT TO: (Specify authority) THE CHANGES SET FORTH IN ITEM 14 ARE MADE IN THE CONTRACT ORDER NO. IN ITEM 10A.
	B. THE ABOVE NUMBERED CONTRACT/ORDER IS MODIFIED TO REFLECT THE ADMINISTRATIVE CHANGES (such as changes in paying office, appropriation date, etc.) SET FORTH IN ITEM 14, PURSUANT TO THE AUTHORITY OF FAR 43.103(b).
	C. THIS SUPPLEMENTAL AGREEMENT IS ENTERED INTO PURSUANT TO AUTHORITY OF:
	D. OTHER (Specify type of modification and authority)

E. IMPORTANT: Contractor ☒ is not, ☐ is required to sign this document and return 0 copies to the issuing office.

14. DESCRIPTION OF AMENDMENT/MODIFICATION (Organized by UCF section headings, including solicitation/contract subject matter where feasible.)

GSA Contract #: GS-10F-0146L

DUNS Number: (b)(4)

The purpose of this modification is to extend the period of performance for the subject call order to November 22, 2013, at no cost to the government. All other terms and conditions remain unchanged.

COR: Michael Kolian
Alt COR: Allison Crimmins

Continued ...

Except as provided herein, all terms and conditions of the document referenced in Item 9A or 10A, as heretofore changed, remains unchanged and in full force and effect.

15A. NAME AND TITLE OF SIGNER (Type or print)		16A. NAME AND TITLE OF CONTRACTING OFFICER (Type or print)	
		Faye Sas	
15B. CONTRACTOR/OFFEROR	15C. DATE SIGNED	16B. UNITED STATES OF AMERICA	16C. DATE SIGNED
(Signature of person authorized to sign)		(Signature of Contracting Officer)	

CONTINUATION SHEET	REFERENCE NO. OF DOCUMENT BEING CONTINUED EP-BPA-12-H-0025/EP-B13H-00014/001	PAGE	OF
		2	2

NAME OF OFFEROR OR CONTRACTOR
ABT ASSOCIATES INC

ITEM NO. (A)	SUPPLIES/SERVICES (B)	QUANTITY (C)	UNIT (D)	UNIT PRICE (E)	AMOUNT (F)
	<p>LIST OF CHANGES:</p> <p>Reason for Modification : Other Administrative Action</p> <p>Period Of Performance End Date changed from 2013-10-22 to 2013-11-22</p> <p>Total Amount for this Modification: \$0.00</p> <p>New Total Amount for this Version: \$0.00</p> <p>New Total Amount for this Award: \$152,849.00</p> <p>Contracting Officer changed from Christopher Jenson to Faye Sas.</p> <p>Government Furnished Property - Contracts* changed to : N/A</p> <p>Payment:</p> <p>RTP Finance Center US Environmental Protection Agency RTP-Finance Center Mail Drop D143-02 109 TW Alexander Drive Durham NC 27711</p> <p>Period of Performance: 10/23/2012 to 11/22/2013</p>				

ORDER FOR SUPPLIES OR SERVICES

PAGE OF PAGES

1 13

IMPORTANT: Mark all packages and papers with contract and/or order numbers.

1. DATE OF ORDER 11/24/2014		2. CONTRACT NO. (If any) EP-BPA-12-H-0025		6. SHIP TO: a. NAME OF CONSIGNEE OAR/OAP/CCD	
3. ORDER NO. EP-B15H-00023		4. REQUISITION/REFERENCE NO. See Schedule			
5. ISSUING OFFICE (Address correspondence to) HPOD US Environmental Protection Agency Ariel Rios Building 1200 Pennsylvania Avenue, N. W. Mail Code: 3803R Washington DC 20460				b. STREET ADDRESS US Environmental Protection Agency 1200 Pennsylvania Avenue NW Mail Code: 62107J OAP/CCD	
				c. CITY Washington	d. STATE DC
				e. ZIP CODE 20460	
7. TO: a. NAME OF CONTRACTOR ABT ASSOCIATES INC				f. SHIP VIA	
b. COMPANY NAME				8. TYPE OF ORDER <input type="checkbox"/> a. PURCHASE <input checked="" type="checkbox"/> b. DELIVERY	
c. STREET ADDRESS 55 WHEELER ST				REFERENCE YOUR: Request for Quotation: Please furnish the following on the terms and conditions specified on both sides of this order and on the attached sheet, if any, including delivery as indicated.	
d. CITY CAMBRIDGE		e. STATE MA	f. ZIP CODE 021381168	Except for billing instructions on the reverse, this delivery order is subject to instructions contained on this side only of this form and is issued subject to the terms and conditions of the above-numbered contract.	
9. ACCOUNTING AND APPROPRIATION DATA See Schedule				10. REQUISITIONING OFFICE HPOD	
11. BUSINESS CLASSIFICATION (Check appropriate box(es)) <input type="checkbox"/> a. SMALL <input checked="" type="checkbox"/> b. OTHER THAN SMALL <input type="checkbox"/> c. DISADVANTAGED <input type="checkbox"/> d. WOMEN-OWNED <input type="checkbox"/> e. HUBZone <input type="checkbox"/> f. SERVICE-DISABLED VETERAN-OWNED <input type="checkbox"/> g. WOMEN-OWNED SMALL BUSINESS (WOSB) ELIGIBLE UNDER THE WOSB PROGRAM <input type="checkbox"/> h. EDWOSB				12. F.O.B. POINT Destination	
13. PLACE OF a. INSPECTION Destination		b. ACCEPTANCE Destination		14. GOVERNMENT B/L NO.	
				15. DELIVER TO F.O.B. POINT ON OR BEFORE (Date)	
				16. DISCOUNT TERMS	

17. SCHEDULE (See reverse for Rejections)

ITEM NO. (a)	SUPPLIES OR SERVICES (b)	QUANTITY ORDERED (c)	UNIT (d)	UNIT PRICE (e)	AMOUNT (f)	QUANTITY ACCEPTED (g)
	GSA Contract #: GS-10F-0146L DUNS Number: (b)(4) BPA Call Order Title: Support for Developing Tribal Climate Change Indicators and Building Tribal Capacity to Design and Implement Climate Change Adaptation Continued ...					
18. SHIPPING POINT		19. GROSS SHIPPING WEIGHT		20. INVOICE NO.		17(h) TOTAL (Cont. pages)
21. MAIL INVOICE TO:						
a. NAME RTP Finance Center		\$98,555.00				17(i) GRAND TOTAL
b. STREET ADDRESS (or P.O. Box) US Environmental Protection Agency RTP-Finance Center Mail Drop D143-02 109 TW Alexander Drive		\$98,555.00				
c. CITY Durham		d. STATE NC	e. ZIP CODE 27711			

22. UNITED STATES OF AMERICA BY (Signature) 	12/08/2014 	23. NAME (Typed) Jeffrey Martin TITLE: CONTRACTING/ORDERING OFFICER
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**ORDER FOR SUPPLIES OR SERVICES
SCHEDULE - CONTINUATION**

PAGE NO

2

IMPORTANT: Mark all packages and papers with contract and/or order numbers.

DATE OF ORDER

CONTRACT NO.

11/24/2014

EP-BPA-12-H-0025

ORDER NO.

EP-B15H-00023

ITEM NO. (a)	SUPPLIES/SERVICES (b)	QUANTITY ORDERED (c)	UNIT (d)	UNIT PRICE (e)	AMOUNT (f)	QUANTITY ACCEPTED (g)
	<p>Strategies</p> <p>This call order hereby incorporates the GSA contract no. GS-10F-0146L and Blanket Purchase Agreement (BPA) no. EP-BPA-12-H-0025 terms and conditions by reference. Attachment B -Additional Terms and Conditions is hereby incorporated</p> <p>The vendor shall perform in accordance with the Attachment A Statement of Work (9 pages) and the accepted quotation dated September 3, 2014 in the amount of \$98,555.00.</p> <p>This is a Time-and-Materials (T&M) call order with a pre-priced total ceiling price of \$98,555.00, which the vendor is not authorized to exceed. The vendor exceeds at its own risk.</p> <p>The total obligated ceiling amount for this order is \$98,555. This order is hereby fully funded.</p> <p>The services of this call order are non-severable.</p> <p>Open Market Items:</p> <ol style="list-style-type: none"> 1. Network Services; 2. Publications and Data Purchases; 3. Conference/Seminars. <p>The Contracting Officer's Representative (COR) is Lisa Bacanskas and the Alternate COR is Emma Zinsmeister.</p> <p>Lisa Bacanskas (202) 343-9758 bacanskas.lisa@epa.gov</p> <p>Emma Zinsmeister (202) 343-9043 zinsmeister.emma@epa.gov</p> <p>Continued ...</p>					

TOTAL CARRIED FORWARD TO 1ST PAGE (ITEM 17(H))

\$0.00

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**ORDER FOR SUPPLIES OR SERVICES
SCHEDULE - CONTINUATION**

PAGE NO

3

IMPORTANT: Mark all packages and papers with contract and/or order numbers.

DATE OF ORDER

CONTRACT NO.

ORDER NO.

11/24/2014

EP-BPA-12-H-0025

EP-B15H-00023

ITEM NO. (a)	SUPPLIES/SERVICES (b)	QUANTITY ORDERED (c)	UNIT (d)	UNIT PRICE (e)	AMOUNT (f)	QUANTITY ACCEPTED (g)
	<p>The vendor hereby acknowledges and accepts this order by signing and dating below:</p> <p>_____</p> <p>Print Name and Title</p> <p>_____</p> <p>Signature _____ Date _____</p> <p>Admin Office:</p> <p>HPOD</p> <p>US Environmental Protection Agency</p> <p>Ariel Rios Building</p> <p>1200 Pennsylvania Avenue, N. W.</p> <p>Mail Code: 3803R</p> <p>Washington DC 20460</p> <p>Period of Performance: 12/08/2014 to 12/07/2015</p>					
0001	<p>"Support for Developing Tribal Climate Change Indicators and Building Tribal Capacity to Design and Implement Climate Change Adaptation Strategies"</p> <p>Requisition No: PR-OAR-15-00098</p> <p>Accounting Info:</p> <p>14-15-B-58F3-101A46-2505-1558FC5526-00</p> <p>1 BFY: 14 EFY: 15 Fund: B Budget Org:</p> <p>58F3 Program (PRC): 101A46 Budget</p> <p>(BOC): 2505 DCN - Line ID:</p> <p>1558FC5526-001</p> <p>Funding Flag: Complete</p> <p>Funded: \$98,555.00</p> <p>The obligated amount of award: \$98,555.00.</p> <p>The total for this award is shown in box 17(i).</p>				98,555.00	

TOTAL CARRIED FORWARD TO 1ST PAGE (ITEM 17(H))

\$98,555.00

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Attachment A: Statement of Work

Title: Support for Developing Tribal Climate Change Indicators and Building Tribal Capacity to Design and Implement Climate Change Adaptation Strategies

I. INTRODUCTION

The Climate Change Division (CCD) works toward the mission of assessing and addressing global climate change and the associated risks to human health and the environment. CCD plays a key role in United States and international efforts to address climate change by analyzing greenhouse gas (GHG) emissions and economically-efficient reduction (mitigation) and adaptation options; communicating climate analyses and strategies to policy-makers, experts and U.S. climate negotiators; and educating the public on climate change. CCD is also responsible for implementing EPA's Greenhouse Gas Reporting Program, which requires reporting of GHG data and other relevant information from large sources and suppliers in the United States.

The Climate Science and Impacts Branch (CSIB) of CCD is responsible for a variety of analytical activities such as assessing climate change vulnerability and integrating information on climate science, impacts, and mitigation and adaptation strategies into broader analytical frameworks. One of the primary roles of CSIB is to synthesize and leverage existing information on climate science, impacts, indicators, and adaptation to soundly inform policy decisions and communicate science to the public and other audiences.

The mission of the EPA's Climate Protection Partnerships Division (CPPD) is to reduce emissions of greenhouse gases (GHGs) that contribute to global warming. CPPD forges partnerships with private and public organizations to accomplish this goal through the promotion of cost-effective energy-efficient technologies. CPPD delivers the technical information and tools that organizations and consumers need to choose energy efficient solutions and best management practices. The Division's success is dependent in part on the information management infrastructure which tracks these partnerships, and collects and disseminates information to the public.

A key CPPD program is the State and Local Climate and Energy Program run by the State and Local Branch (SLB). This program provides technical assistance, analytical tools, and peer exchange opportunities to help state, local, and tribal governments use clean energy and other strategies to reduce GHG emissions and achieve multiple environmental, human health, energy system and economic benefits. This program also runs EPA's Climate Showcase Communities; 50 local and tribal pilot projects developing cost-effective and replicable models of GHG reductions.

II. BACKGROUND

Scientific evidence demonstrates that the climate is changing globally at a rate faster than that which society has experienced in modern history. We are now seeing a wide range of climate change impacts on people in every region of the United States. Native Americans are particularly vulnerable to projected changes in climate for a number of reasons. Their communities are closely tied to specific reservation boundaries that restrict their ability to relocate to avoid climate change impacts. Their opportunity to change their livelihoods may be limited, and they may have difficulty coping with impacts, including those on water resources, agriculture and ecosystems. For example, tribes located in the Southwest are projected to experience changes in water quality and water availability on their lands. Furthermore, climate change may significantly affect cultural traditions practiced by tribes. For all these reasons, the U.S. Environmental Protection Agency (EPA), is committed to continuing and expanding, where

possible, our programs to provide training and information resources to assist Native American tribes in their efforts to address climate change risks to their lands, health, culture, and communities.

Climate Change Indicators

EPA has published three editions of a report entitled, *Climate Change Indicators in the United States*¹ as part of its indicators project to track and communicate information about long-term trends in observed climate change in the United States. The current report highlights 30 indicators of climate change, most of them either national or international in scope, and four features that focus on local and regional issues. The indicators, including the underlying data, are evaluated based on a standard set of criteria to ensure they meet the same data quality criteria and can be appropriately documented.² Scientists, analysts, decision-makers, and others use environmental indicators, including those related to climate, to help track trends over time in the state of the environment, key factors that influence the environment, and effects on society. All indicators are based on observed data, and do not include any information relating to future projections of climate trends or impacts.

CCD has received many requests from a variety of sources for climate-related indicators that are more regionally specific, i.e., those that could help people understand how climate change is happening 'in their own back yard.' Tribes have given generally positive feedback about the Climate Change Indicators Report, though they have noted that many tribal community members perceive national-scale information as not immediately relevant, and have expressed a desire to see more tribally relevant indicators.

Building tribal capacity to design and implement climate change adaptation strategies

Since 2010, CCD and CPPD have supported a number of projects to connect tribal government staff with information and technical assistance resources on climate change science, impacts, mitigation and energy management projects, and adaptation strategies and planning.

CCD works through a cooperative agreement with the Institute for Tribal Environmental Professionals (ITEP) at Northern Arizona University to develop and host training workshops for tribes on the adaptation planning process, provide tools and technical assistance on climate impacts and adaptation planning, and maintain an extensive website³ with background information and tribal case studies to provide real-life examples of tribes responding to climate change. ITEP often receives feedback from tribal participants in their trainings that more tailored technical assistance is needed on how to assess impacts and vulnerabilities, and how to develop adaptation plans focused on specific vulnerabilities.

In 2010 and 2013, CPPD hosted two successful series on climate change adaptation for state and local governments. Nearly 2,200 participants attended the webcasts, including many tribal government staff. Participants were asked what topics they would like covered in future webcasts, and specific requests for information on adaptation for tribes was one of the most common responses. In 2011, CPPD held a webcast on climate change mitigation and adaptation for tribes, and interest in implementation strategies was the highest ranked reason for participating. Collectively, this feedback demonstrates a high demand

¹ The latest (third) edition of the EPA *Climate Change Indicators in the United States*, 2014 report can be downloaded at: <http://www.epa.gov/climatechange/indicators.html>. The COR recommends that readers of this Statement of Work review the indicators report and website to gain insights into a) the type and tone of indicators produced to date through EPA's climate change indicators project, b) associated graphical elements presented in the report's print and Web versions, and c) technical documentation.

² The COR recommends that readers of this Statement of Work review the section on "EPA's Indicator Evaluation Criteria" in the Technical Documentation (<http://www.epa.gov/climatechange/pdfs/CI-technical-documentation-2014.pdf>) to learn about the criteria and other data quality guidelines that EPA follows in developing indicators.

³ <http://www4.nau.edu/tribalclimatechange/>

for the type of tribal resources outlined in this Statement of Work (SOW).

III. PURPOSE AND SCOPE OF WORK

EPA requires Contractor support to develop resources to help tribes communicate about and respond to the risks of climate change. In particular, the tasks in this SOW will assist EPA in:

- (1) Incorporating climate change impacts on tribal communities, resources, and/or ways of life into EPA's climate change indicators website.
- (2) Scoping and recommending an approach to creating a culturally appropriate modular training curriculum providing detailed "how-to" guidance for increasing tribal resiliency to climate change, and developing approximately 2 of the 4-5 modules.

IV. TASKS AND DELIVERABLES

Task 1: Program Management

The Contractor shall provide project management under this task and shall submit a comprehensive monthly progress report to the COR and Contracting Officer (CO). During the Period of Performance, the Contractor shall immediately inform the COR and CO by telephone and/or email of any issue(s) that may impede performance along with any corrective actions needed by the EPA or the Contractor to address the issue(s).

The Contractor shall attend a kick-off meeting, either via conference call or in-person, to discuss the goals, strategy, and schedule for completing the deliverables. The Contractor shall deliver a draft work plan for review by the COR. The Contractor shall discuss the format of the Monthly Progress Report, including more detailed budget tracking, and propose a progress report template to the EPA COR and CO for approval. Upon request of the COR, the Contractor shall provide interim budget reports between submission of the Monthly Progress Reports. The Contractor shall also attend a wrap-up meeting at the end of the Period of Performance (POP).

Deliverables:

	Deliverables	Due
Task 1	Kick-off meeting with EPA	Within 2 weeks of award of task order
	Draft work plan	Within 1 week of kick-off meeting
	Final work plan	Within 1 week from date of receipt of comments from COR
	Monthly Progress Report	Once each month
	Attend wrap-up meeting	1 week prior to end of POP

Task 2: Support for incorporating climate change impacts on tribes into EPA's climate change indicators website

Under this task, the Contractor shall support EPA in developing an approach for incorporating climate change impacts on tribal communities, resources, and/or ways of life into EPA's climate change indicators website, including but not limited to a new or updated indicator or feature. This task does not include indicator options that are fully derivative of existing indicators (e.g. "downscaling" a U.S. temperature map). The product of this task will not be a printed or web published indicator or feature, but

will provide EPA with the necessary information to include the indicator or feature in a future edition of the website or report. Detailed knowledge of climate change impacts on American Indians and Alaska Natives, and should have existing relationships with tribes and/or tribal organizations will be extremely important in successfully accomplishing this task.

Task 2.1: Scope tribally relevant climate change indicators

Tribes are experiencing climate change impacts in different ways due to their broad geographic distribution, unique environmental conditions, and the heterogeneous cultures of the 566 federally-recognized tribes in the United States. Traditionally, tribal well-being is closely tied to the natural world. EPA seeks to identify an indicator or feature that communicates how climate change impacts this relationship. For example, the indicator or feature could highlight a dataset that shows how a traditional food source is being impacted by climate change and thereby compromising tribal traditional way of life.

The Contractor shall support EPA in scoping how climate change impacts on tribes may be incorporated into EPA's climate change indicator website, either as an indicator, feature (e.g. Community Connection in the 2014 report) or another approach proposed by the Contractor (including but not limited to case studies, or information collected from organizations of citizen scientists). The Contractor will develop a draft outline, coordinate with the COR to revise and address any comments from EPA. The Contractor shall deliver a brief memorandum (less than 10 pages), coordinate with the COR to revise and address any comments from EPA, and deliver to EPA a final memorandum in electronic format (e.g., Microsoft Word and pdf). In developing the memorandum, the Contractor should consider the following (and any other elements identified in consultation with the COR prior to beginning this task):

- What climate issues resonate with tribes, considering cultural traditions and tribal well-being? What type of information would be meaningful to tribes? Consider what factors lead to increased vulnerability of tribes to climate change.
- What geographic scale is appropriate? How representative is it across tribes?
- What geographic areas should be considered?
- What is the potential effectiveness of listening sessions or focus groups with tribes, or other methods for identifying observed climate change impacts?
- What is the potential for Traditional Ecological Knowledge (TEK) to inform an indicator or feature?
- Are there ways to make the existing suite of indicators more relevant to the tribal audience? Consider a similar approach to the "Closer Look" and "Community Connection" features that highlight a specific region or place.
- Consider whether it is appropriate to apply EPA's existing evaluation criteria to candidate tribal indicators. EPA uses a set of 10 criteria to select indicators as described in the Technical Documentation for the 2014 report. Each candidate indicator is evaluated against criteria to assess whether or not it is reasonable to further evaluate and screen the indicator for inclusion in the report or website.
- Consider confounding factors

Note, EPA does not expect the Contractor to perform extensive research for Task 2.1, rather the Contractor should refer to major reports such as the National Climate Assessment⁴ to develop this memorandum.

Task 2.2: Research up to 10 tribal climate indicators or features

⁴ <http://nca2014.globalchange.gov/report/sectors/indigenous-peoples>

The Contractor shall research up to 10 climate-related impacts on tribes that could be incorporated into EPA's indicator website, either in the form of an indicator, feature, or another approach as proposed in Task 2.1. The term "research" in this case includes conducting a targeted literature search of peer-reviewed journals, major scientific assessments (e.g., National Climate Assessment) and other peer-reviewed sources for tribally relevant indicator content, both in terms of substance and geographic scale. The Contractor shall also review websites and other information from other federal agencies, universities, tribal and non-tribal organizations to determine if they possess potential tribal indicator content, including long-term datasets that describe the observed climate change impact. The Contractor shall support EPA in coordinating with external partners to facilitate development of and acquire information necessary for these this research. The Contractor may find it necessary to contact external data providers to verify the scope and availability of their data. Before contacting any external parties, the Contractor shall notify and receive direction from the COR.

The Contractor shall summarize their literature and data research using a template developed in consultation with the COR. The Contractor shall provide the COR with a draft version of the summaries (up to 10, approximately 2 pages each) and coordinate with the COR to revise and address any comments from EPA. The Contractor shall deliver to EPA final summaries in electronic format (e.g., Microsoft Word and pdf), as well as a master list of the literature and data sets gathered as part of this task, including website links and any full-text copies of journal articles. Prior to purchasing any articles, the Contractor will consult with EPA.

Task 2.3: Develop up to 3 tribal indicators or features

Based on the research conducted in Task 2.2, the Contractor shall recommend options for up to 3 of the most promising candidates for an indicator or feature (or other approach as identified in Task 2.1). If appropriate, the Contractor shall develop methods for building the indicator or feature, including data analysis and figure development. The Contractor shall recommend options for how the information can be incorporated into EPA's existing climate change indicator website, or other materials.

As in Task 2.2, the Contractor shall support EPA in coordinating with external partners to facilitate development of and acquire information necessary for these this research. The Contractor may find it necessary to contact external data providers to verify the scope and availability of their data. Before contacting any external parties, the Contractor shall notify and receive direction from the COR.

The Contractor shall deliver a draft memorandum using a template developed in consultation with the COR prior to commencing this task. The memorandum should describe the options and methods for developing the indicator, feature or other identified approach, and include a description of how the option compares to EPA's indicator evaluation criteria (approximately 15 pages). The Contractor shall provide the COR with a draft version of the memo and coordinate with the COR to revise and address any comments from EPA. The Contractor shall deliver to EPA a final memo in electronic format (e.g., Microsoft Word and pdf).

Task 2 Deliverables:

The Contractor will respond within two weeks to comments from the COR on any draft deliverable.

Task 2 Deliverables		Due
Task 2.1	Draft outline for scoping memo	Within 1 week of submission of draft work plan

	Draft scoping memorandum (approximately 10 pages)	Within 3 weeks of completion of the outline
	Final scoping memorandum	Within 2 weeks of receiving comments from the COR on the draft memorandum
Task 2.2	Draft template for research summaries	This task will begin upon completion of the scoping memorandum.
	Draft research summaries (up to 10, approximately 2 pages each)	This task will begin upon completion of the template. Due dates for specific deliverables will be outlined in the technical direction.
	Final research summaries + master list of the literature and data sets	Within 2 weeks of delivery of the last draft summary.
Task 2.3	Brief memorandum with recommendations on 1-3 tribal indicators (or features or other approach) to incorporate into the indicators website	This task will begin upon completion of the final research summaries. Due dates for specific deliverables will be outlined in the technical direction.
	Draft options, data analysis, and figure development for presenting the 1-3 agreed upon tribal indicators, features or other approach	This task will begin upon completion of the recommendations memorandum. Due dates for specific deliverables will be outlined in the technical direction.
	Final indicators, features, or other approaches, including technical documentation	Within 1 month of receiving comments from the COR on draft materials

Task 3: Developing climate change adaptation training, webcasts, and web-based resources for tribes

Under this task, the Contractor shall support EPA in developing three types of technical assistance products to complement the resources already developed under prior CCD and CPPD tribal projects (described in Section II above): (1) a training curriculum for tribes on climate change adaptation, (2) a corresponding webcast series, and (3) an associated web page to house the curriculum modules and webcast recordings. EPA's requirements for these products are described in more detail below.

Task 3.1: Background Research and Scoping Memo

Detailed knowledge of projected climate change impacts on tribal lands, tribal adaptive capacity, and strategies for identifying and implementing culturally appropriate strategies to build tribal resiliency will be extremely important in successfully accomplishing this task.

The contractor shall research and develop an approximately 5-page scoping memo, proposing the design and content of the deliverables described in tasks 3.2-3.4. This memo will focus on how EPA can best complement existing resources for tribes on climate change adaptation⁵ with practical, "how-to" guidance

⁵For example, see various resources here: <http://www4.nau.edu/tribalclimatechange/>

in the form of a training curriculum, webcasts, and web page materials.

While researching the most appropriate structure and content for the deliverables and drafting the scoping memo, the contractor should address:

- The diversity of tribal governance and decision making structures;
- Culturally appropriate methods for conveying scientific and technical information;
- The potential role for TEK in building tribal resiliency to climate change; and
- Opportunities for tribes to scale adaptation process/programs to address existing resource (financial, human, and natural, etc.) constraints.

At a minimum the scoping memo should include:

- A brief overview of the current informational and technical assistance gaps in climate change adaptation resources for tribes, and how the deliverables discussed in tasks 3.2-3.4 can be designed to fill these gaps.
- Descriptions of approximately 4-5 modules that will comprise the climate change adaptation training curriculum (task 3.2) and associated webcasts (task 3.3). Each module should cover a discrete topic (e.g., conducting a vulnerability assessment, identifying priority actions, etc.), and the collective set of modules should walk the user through a comprehensive process of designing and implementing adaptation strategies. For each module, the description should include:
 - A brief overview of how the module will address an existing tribal need in a culturally appropriate manner;
 - A high-level summary of the proposed content;
 - An estimate of the level of effort required to develop the proposed content; and
 - An outline of how the module can be presented as both an in-person or web-based (i.e. webcast) training, including examples of potential tools, resources, or case studies that could be highlighted during the presentations.
- A summary of the design and functionality of a web page (task 3.4) to house the modules, recordings of the webcasts, and other associated materials in a way that will be most useful for tribes, based on their preferred methods of communication and learning.

Task 3.2: Training Curriculum

The modular training curriculum will create a foundation for providing detailed "how-to" guidance for increasing tribal resiliency to climate change, which can be built on and expanded over time as additional needs and resources are identified. The contractor and SMEs will develop approximately 2 of the 4-5 modules described in the scoping memo under task 3.1. Each module will consist of a PowerPoint presentation, with presenter's notes, that can be used for both in-person trainings and webcasts led by either EPA staff or their partners. Each module will provide step-by-step guidance on a discrete topic as determined through the background research conducted under task 3.1. Potential topics could include conducting risk/vulnerability assessments, selecting priority actions, executing implementation strategies, and communicating with stakeholders, or other topics critical to building tribal resiliency to climate change. The collective set of modules should walk the user through a comprehensive process of designing and implementing adaptation strategies. The target audience will include tribal environmental staff and others engaged in preparing for and responding to climate impacts on tribal lands.

For each module developed, the contractor shall research associated challenges, opportunities, and strategies; outline and draft the content and presenter's notes; address EPA/expert reviewer comments; transfer the content to PowerPoint slides; develop visuals (e.g., charts, maps, figures) to enhance the content; and create a final 508-compliant version that can be posted to the web page developed under task 3.4.

Task 3.3: Webcasts

EPA will use the modules developed under task 3.2 as the core presentations for approximately 2 live training webcasts (i.e., one module per webcast). The contractor shall assist in identifying additional content for the webcasts, such as guest speakers to give complementary presentations on case studies, adaptation planning tools that can be demonstrated, and a wide range of technical and financial resources to highlight. The contractor and SMEs shall also provide logistical support, which may include: coordinating rehearsals with guest speakers; providing logistical support for webcast registration and execution using software such as Go to Meeting; compiling and analyzing webcast participation data; coordinating distribution of materials to webcast registrants; and preparing final, 508-compliant presentation transcripts and audio files for posting to web page developed under task 3.4.

Task 3.4: Web Page

The contractor shall develop the format, content, and graphics for a new web page in the tribal section of the State and Local Climate and Energy Program's web site. This web page will house the materials developed under tasks 3.2 and 3.3 and provide links to other key analytical tools, funding opportunities, and information sources in order to serve as a comprehensive resource for tribes on climate change adaptation. The final versions of the training module presentations will be posted along with corresponding webcast recordings and transcripts so users may access them at any time for self-paced training. The contractor and SMEs shall develop additional text and graphics for the website to provide context for the files, walk users through the curriculum, and link to other key resources for tribes on climate change adaptation. The design and functionality of the web page shall be based on tribes' preferred methods of communication and learning.

Deliverables:

For each task, the contractor will provide the COR with an interim draft deliverable as each major milestone is reached. Milestones will include: developing an outline, creating a first draft, revising the draft based on EPA/expert comments, and producing a copy edited and print-/web-ready final draft. The contractor will respond within two weeks to comments from the COR on any interim draft deliverable.

	Deliverables	Due
Task 3.1	Scoping memo, including: <ul style="list-style-type: none">• Outline• Draft• Final version	Within 6 weeks of submission of workplan.
Task 3.2	Content for approximately 2 modules of the training curriculum, including: <ul style="list-style-type: none">• Outlines• Drafts• Expert reviews• Final versions	This task will begin upon completion of the scoping memo. Due dates for specific deliverables will be outlined in the technical direction.
	PowerPoint Presentation versions of the approximately 2 modules developed above, including: <ul style="list-style-type: none">• Drafts• Final versions with visuals and presenter's notes	Within 4 weeks of submission of final module content.
Task 3.3	Webcast support, including: <ul style="list-style-type: none">• Securing guest speakers• Logistical support	This task will begin at the completion of module presentations. Due dates for specific deliverables will be outlined in the technical direction.

	<ul style="list-style-type: none"> • Materials for posting to web page 	
Task 3.4	Web page content development, including: <ul style="list-style-type: none"> • Outline • Draft • Final 	This task will begin at the completion of the module content development. Due dates for specific deliverables will be outlined in the technical direction.

V. PERIOD OF PERFORMANCE

The period of performance for this Task Order is from the date of award for 12 months.

AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT		1. CONTRACT ID CODE		PAGE OF PAGES 1 2	
2. AMENDMENT/MODIFICATION NO. 001		3. EFFECTIVE DATE 12/08/2014		4. REQUISITION/PURCHASE REQ. NO.	
6. ISSUED BY HPOD US Environmental Protection Agency Ariel Rios Building 1200 Pennsylvania Avenue, N. W. Mail Code: 3803R Washington DC 20460		CODE HPOD		5. PROJECT NO. (If applicable)	
8. NAME AND ADDRESS OF CONTRACTOR (No., street, county, State and ZIP Code) ABT ASSOCIATES INC 55 WHEELER ST CAMBRIDGE MA 021381168		(X)		7. ADMINISTERED BY (If other than Item 6) CODE	
CODE (b)(4)		FACILITY CODE		9A. AMENDMENT OF SOLICITATION NO.	
				9B. DATED (SEE ITEM 11)	
		X		10A. MODIFICATION OF CONTRACT/ORDER NO. EP-BPA-12-H-0025 EP-B15H-00023	
				10B. DATED (SEE ITEM 13) 11/24/2014	

11. THIS ITEM ONLY APPLIES TO AMENDMENTS OF SOLICITATIONS

☐ The above numbered solicitation is amended as set forth in Item 14. The hour and date specified for receipt of Offers ☐ is extended, ☐ is not extended.
Offers must acknowledge receipt of this amendment prior to the hour and date specified in the solicitation or as amended, by one of the following methods: (a) By completing Items 8 and 15, and returning _____ copies of the amendment; (b) By acknowledging receipt of this amendment on each copy of the offer submitted; or (c) By separate letter or telegram which includes a reference to the solicitation and amendment numbers. FAILURE OF YOUR ACKNOWLEDGEMENT TO BE RECEIVED AT THE PLACE DESIGNATED FOR THE RECEIPT OF OFFERS PRIOR TO THE HOUR AND DATE SPECIFIED MAY RESULT IN REJECTION OF YOUR OFFER. If by virtue of this amendment you desire to change an offer already submitted, such change may be made by telegram or letter, provided each telegram or letter makes reference to the solicitation and this amendment, and is received prior to the opening hour and date specified.

12. ACCOUNTING AND APPROPRIATION DATA (If required)

See Schedule

13. THIS ITEM ONLY APPLIES TO MODIFICATION OF CONTRACTS/ORDERS. IT MODIFIES THE CONTRACT/ORDER NO. AS DESCRIBED IN ITEM 14.

CHECK ONE	A. THIS CHANGE ORDER IS ISSUED PURSUANT TO: (Specify authority) THE CHANGES SET FORTH IN ITEM 14 ARE MADE IN THE CONTRACT ORDER NO. IN ITEM 10A.
X	B. THE ABOVE NUMBERED CONTRACT/ORDER IS MODIFIED TO REFLECT THE ADMINISTRATIVE CHANGES (such as changes in paying office, appropriation date, etc.) SET FORTH IN ITEM 14, PURSUANT TO THE AUTHORITY OF FAR 43.103(b).
	C. THIS SUPPLEMENTAL AGREEMENT IS ENTERED INTO PURSUANT TO AUTHORITY OF:
	D. OTHER (Specify type of modification and authority)

E. IMPORTANT: Contractor ☒ is not, ☐ is required to sign this document and return 0 copies to the issuing office.

14. DESCRIPTION OF AMENDMENT/MODIFICATION (Organized by UCF section headings, including solicitation/contract subject matter where feasible.)

GSA Contract #: GS-10F-0146L

DUNS Number: (b)(4)

The purpose of this modification is to correct the stated effective date of the order under item no. 1 in the Optional Form 347. The correct effective date for the subject call order is 08 December 2014. All other terms and conditions remain unchanged.

LIST OF CHANGES:

Reason for Modification : Other Administrative Action

Total Amount for this Modification: \$0.00

New Total Amount for this Version: \$0.00

New Total Amount for this Award: \$98,555.00

Continued ...

Except as provided herein, all terms and conditions of the document referenced in Item 9A or 10A, as heretofore changed, remains unchanged and in full force and effect.

15A. NAME AND TITLE OF SIGNER (Type or print)		16A. NAME AND TITLE OF CONTRACTING OFFICER (Type or print) Jeffrey Martin	
15B. CONTRACTOR/OFFEROR (Signature of person authorized to sign)	15C. DATE SIGNED	16B. DATE SIGNED 12/08/2014	16C. DATE SIGNED 12/08/2014

CONTINUATION SHEET	REFERENCE NO. OF DOCUMENT BEING CONTINUED	PAGE	OF
	EP-BPA-12-H-0025/EP-B15H-00023/001	2	2

NAME OF OFFEROR OR CONTRACTOR
ABT ASSOCIATES INC

ITEM NO. (A)	SUPPLIES/SERVICES (B)	QUANTITY (C)	UNIT (D)	UNIT PRICE (E)	AMOUNT (F)
	Payment: RTP Finance Center US Environmental Protection Agency RTP-Finance Center Mail Drop D143-02 109 TW Alexander Drive Durham NC 27711 Period of Performance: 12/08/2014 to 12/07/2015				

AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT		1. CONTRACT ID CODE		PAGE OF PAGES 1 2	
2. AMENDMENT/MODIFICATION NO. 002		3. EFFECTIVE DATE 02/03/2015		4. REQUISITION/PURCHASE REQ. NO. See Schedule	
6. ISSUED BY HPOD US Environmental Protection Agency Ariel Rios Building 1200 Pennsylvania Avenue, N. W. Mail Code: 3803R Washington DC 20460		7. ADMINISTERED BY (If other than Item 6) CODE		5. PROJECT NO. (If applicable)	
8. NAME AND ADDRESS OF CONTRACTOR (No., street, county, State and ZIP Code) ABT ASSOCIATES INC 55 WHEELER ST CAMBRIDGE MA 021381168		(x)		9A. AMENDMENT OF SOLICITATION NO.	
				9B. DATED (SEE ITEM 11)	
		x		10A. MODIFICATION OF CONTRACT/ORDER NO. EP-BPA-12-H-0025 EP-B15H-00023	
				10B. DATED (SEE ITEM 13) 11/24/2014	
CODE (b)(4)		FACILITY CODE			

11. THIS ITEM ONLY APPLIES TO AMENDMENTS OF SOLICITATIONS

☐ The above numbered solicitation is amended as set forth in Item 14. The hour and date specified for receipt of Offers ☐ is extended, ☐ is not extended.
 Offers must acknowledge receipt of this amendment prior to the hour and date specified in the solicitation or as amended, by one of the following methods: (a) By completing Items 8 and 15, and returning _____ copies of the amendment; (b) By acknowledging receipt of this amendment on each copy of the offer submitted; or (c) By separate letter or telegram which includes a reference to the solicitation and amendment numbers. FAILURE OF YOUR ACKNOWLEDGEMENT TO BE RECEIVED AT THE PLACE DESIGNATED FOR THE RECEIPT OF OFFERS PRIOR TO THE HOUR AND DATE SPECIFIED MAY RESULT IN REJECTION OF YOUR OFFER. If by virtue of this amendment you desire to change an offer already submitted, such change may be made by telegram or letter, provided each telegram or letter makes reference to the solicitation and this amendment, and is received prior to the opening hour and date specified.

12. ACCOUNTING AND APPROPRIATION DATA (If required)
See Schedule

13. THIS ITEM ONLY APPLIES TO MODIFICATION OF CONTRACTS/ORDERS. IT MODIFIES THE CONTRACT/ORDER NO. AS DESCRIBED IN ITEM 14.

CHECK ONE	A. THIS CHANGE ORDER IS ISSUED PURSUANT TO: (Specify authority) THE CHANGES SET FORTH IN ITEM 14 ARE MADE IN THE CONTRACT ORDER NO. IN ITEM 10A.
X	B. THE ABOVE NUMBERED CONTRACT/ORDER IS MODIFIED TO REFLECT THE ADMINISTRATIVE CHANGES (such as changes in paying office, appropriation date, etc.) SET FORTH IN ITEM 14, PURSUANT TO THE AUTHORITY OF FAR 43.103(b).
	C. THIS SUPPLEMENTAL AGREEMENT IS ENTERED INTO PURSUANT TO AUTHORITY OF:
	D. OTHER (Specify type of modification and authority)

E. IMPORTANT: Contractor ☒ is not, ☐ is required to sign this document and return _____ 0 _____ copies to the issuing office.

14. DESCRIPTION OF AMENDMENT/MODIFICATION (Organized by UCF section headings, including solicitation/contract subject matter where feasible.)
 GSA Contract #: GS-10F-0146L
 DUNS Number: (b)(4)
 The purpose of this modification is to de-obligate funding in the amount of \$75,000.00 from DCN # 1558FC5526, and re-obligate funding in the amount of \$75,000.00 from DCN # 142714A099. The call order ceiling price of \$98,555.00 remains unchanged, and all other terms and conditions remain unchanged.
 LIST OF CHANGES:
 Reason for Modification : Other Administrative Action
 Total Amount for this Modification: \$0.00
 New Total Amount for this Version: \$98,555.00
 New Total Amount for this Award: \$98,555.00
 Continued ...

Except as provided herein, all terms and conditions of the document referenced in Item 9A or 10A, as heretofore changed, remains unchanged and in full force and effect.

15A. NAME AND TITLE OF SIGNER (Type or print)		16A. NAME AND TITLE OF CONTRACTING OFFICER (Type or print)	
		Jeffrey Martin	
15B. CONTRACTOR/OFFEROR	15C. DATE SIGNED	16B. UNITED STATES OF AMERICA	16C. DATE SIGNED
(Signature of person authorized to sign)		(Signature of Contracting Officer)	

NSN 7540-01-152-8070
Previous edition unusable

STANDARD FORM 30 (REV. 10-83)
Prescribed by GSA
FAR (48 CFR) 53.243

CONTINUATION SHEET

REFERENCE NO. OF DOCUMENT BEING CONTINUED
EP-BPA-12-H-0025/EP-B15H-00023/002PAGE OF
2 2NAME OF OFFEROR OR CONTRACTOR
ABT ASSOCIATES INC

ITEM NO. (A)	SUPPLIES/SERVICES (B)	QUANTITY (C)	UNIT (D)	UNIT PRICE (E)	AMOUNT (F)
	<p>CHANGES FOR LINE ITEM NUMBER: 1</p> <p>CHANGES FOR ACCOUNTING CODE: 14-15-B-58F3-101A46-2505-1558FC5526-001 Amount changed from \$98,555.00 to \$23,555.00 Percent changed from 100 to 23.90036</p> <p>NEW ACCOUNTING CODE ADDED: Account code: 14-15-B-27A-103AC4-2505-142714A099-001 Beginning Fiscal Year 14 Ending Fiscal Year 15 Fund (Appropriation) B Budget Organization 27A Program (PRC) 103AC4 Budget (BOC) 2505 Job # (Site/Project) Cost Organization DCN-LineID 142714A099-001 Quantity: 0 Amount: \$75,000.00 Percent: 76.09964 Subject To Funding: N Payment Address:</p> <p>Delivery Location Code: OAR/OAP/CCD OAR/OAP/CCD US Environmental Protection Agency 1200 Pennsylvania Avenue NW Mail Code: 62107J OAP/CCD Washington DC 20460 USA</p> <p>Payment: RTP Finance Center US Environmental Protection Agency RTP-Finance Center Mail Drop D143-02 109 TW Alexander Drive Durham NC 27711 FOB: Destination Period of Performance: 12/08/2014 to 12/07/2015</p>				

AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT		1. CONTRACT ID CODE		PAGE OF PAGES 1 2	
2. AMENDMENT/MODIFICATION NO. 003		3. EFFECTIVE DATE See Block 16C		4. REQUISITION/PURCHASE REQ. NO.	
5. PROJECT NO. (if applicable)		6. ISSUED BY HPOD		7. ADMINISTERED BY (if other than Item 6) CODE	
8. NAME AND ADDRESS OF CONTRACTOR (No., street, county, State and ZIP Code) ABT ASSOCIATES INC 55 WHEELER ST CAMBRIDGE MA 021381168		(x) 9A. AMENDMENT OF SOLICITATION NO.		9B. DATED (SEE ITEM 11)	
9. CODE (b)(4)		10A. MODIFICATION OF CONTRACT/ORDER NO. EP-BPA-12-H-0025 EP-B15H-00023		10B. DATED (SEE ITEM 13) 11/24/2014	
FACILITY CODE		11. THIS ITEM ONLY APPLIES TO AMENDMENTS OF SOLICITATIONS			

☐ The above numbered solicitation is amended as set forth in Item 14. The hour and date specified for receipt of Offers ☐ is extended, ☐ is not extended.
Offers must acknowledge receipt of this amendment prior to the hour and date specified in the solicitation or as amended, by one of the following methods: (a) By completing Items 8 and 15, and returning _____ copies of the amendment; (b) By acknowledging receipt of this amendment on each copy of the offer submitted; or (c) By separate letter or telegram which includes a reference to the solicitation and amendment numbers. FAILURE OF YOUR ACKNOWLEDGEMENT TO BE RECEIVED AT THE PLACE DESIGNATED FOR THE RECEIPT OF OFFERS PRIOR TO THE HOUR AND DATE SPECIFIED MAY RESULT IN REJECTION OF YOUR OFFER. If by virtue of this amendment you desire to change an offer already submitted, such change may be made by telegram or letter, provided each telegram or letter makes reference to the solicitation and this amendment, and is received prior to the opening hour and date specified.

12. ACCOUNTING AND APPROPRIATION DATA (if required)
See Schedule

13. THIS ITEM ONLY APPLIES TO MODIFICATION OF CONTRACTS/ORDERS. IT MODIFIES THE CONTRACT/ORDER NO. AS DESCRIBED IN ITEM 14.

CHECK ONE	A. THIS CHANGE ORDER IS ISSUED PURSUANT TO: (Specify authority) THE CHANGES SET FORTH IN ITEM 14 ARE MADE IN THE CONTRACT ORDER NO. IN ITEM 10A.
	B. THE ABOVE NUMBERED CONTRACT/ORDER IS MODIFIED TO REFLECT THE ADMINISTRATIVE CHANGES (such as changes in paying office, appropriation date, etc.) SET FORTH IN ITEM 14, PURSUANT TO THE AUTHORITY OF FAR 43.103(b).
	C. THIS SUPPLEMENTAL AGREEMENT IS ENTERED INTO PURSUANT TO AUTHORITY OF:
	D. OTHER (Specify type of modification and authority)
X	FAR 52.212-4 Alternate I (c): Changes; By Written Agreement of the Parties

E. IMPORTANT: Contractor ☐ is not, ☒ is required to sign this document and return 1 copies to the issuing office.

14. DESCRIPTION OF AMENDMENT/MODIFICATION (Organized by UCF section headings, including solicitation/contract subject matter where feasible.)

GSA Contract #: GS-10F-0146L

DUNS Number: (b)(4)

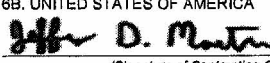
BPA Call Order Title: Support for Developing Tribal Climate Change Indicators and Building Tribal Capacity to Design and Implement Climate Change Adaptation Strategies

The purpose of this modification is to extend the period of performance of the subject call order thru 08 June 2016, at no additional cost to the Government. All other terms and conditions remain unchanged.

LIST OF CHANGES:

Continued ...

Except as provided herein, all terms and conditions of the document referenced in Item 9A or 10A, as heretofore changed, remains unchanged and in full force and effect.

15A. NAME AND TITLE OF SIGNER (Type or print)		16A. NAME AND TITLE OF CONTRACTING OFFICER (Type or print) Jeffrey Martin	
15B. CONTRACTOR/OFFEROR (Signature of person authorized to sign)	15C. DATE SIGNED	16B. UNITED STATES OF AMERICA  (Signature of Contracting Officer)	16C. DATE SIGNED 12/04/2015

CONTINUATION SHEET

REFERENCE NO. OF DOCUMENT BEING CONTINUED
EP-BPA-12-H-0025/EP-B15H-00023/003PAGE OF
2 2NAME OF OFFEROR OR CONTRACTOR
ABT ASSOCIATES INC

ITEM NO. (A)	SUPPLIES/SERVICES (B)	QUANTITY (C)	UNIT (D)	UNIT PRICE (E)	AMOUNT (F)
	Reason for Modification : Supplemental Agreement for work within scope Period Of Performance End Date changed from 07-DEC-15 to 08-JUN-16 Payment: RTP Finance Center US Environmental Protection Agency RTP-Finance Center Mail Drop D143-02 109 TW Alexander Drive Durham NC 27711 Period of Performance: 12/08/2014 to 06/08/2016				

ORDER FOR SUPPLIES OR SERVICES

PAGE OF PAGES
1 13

IMPORTANT: Mark all packages and papers with contract and/or order numbers.

1. DATE OF ORDER 01/16/2014		2. CONTRACT NO. (If any) EP-BPA-12-H-0025		6. SHIP TO:	
3. ORDER NO. EP-B14H-00046		4. REQUISITION/REFERENCE NO. PR-OAR-13-02020		a. NAME OF CONSIGNEE OAR/OAP/CCD	
5. ISSUING OFFICE (Address correspondence to) HPOD US Environmental Protection Agency Ariel Rios Building 1200 Pennsylvania Avenue, N. W. Mail Code: 3803R Washington DC 20460				b. STREET ADDRESS US Environmental Protection Agency 1200 Pennsylvania Avenue NW Mail Code: 62107J OAP/CCD	
7. TO:				c. CITY Washington	d. STATE DC
a. NAME OF CONTRACTOR ABT ASSOCIATES INC				e. ZIP CODE 20460	
b. COMPANY NAME				f. SHIP VIA	
c. STREET ADDRESS 55 WHEELER ST				8. TYPE OF ORDER	
d. CITY CAMBRIDGE				<input type="checkbox"/> a. PURCHASE <input checked="" type="checkbox"/> b. DELIVERY REFERENCE YOUR: Request for Quotation: Please furnish the following on the terms and conditions specified on both sides of this order and on the attached sheet, if any, including delivery as indicated.	
e. STATE MA		f. ZIP CODE 021381168		Except for billing instructions on the reverse, this delivery order is subject to instructions contained on this side only of this form and is issued subject to the terms and conditions of the above-numbered contract.	
9. ACCOUNTING AND APPROPRIATION DATA See Schedule				10. REQUISITIONING OFFICE HPOD	
11. BUSINESS CLASSIFICATION (Check appropriate box(es)) <input type="checkbox"/> a. SMALL <input type="checkbox"/> b. OTHER THAN SMALL <input type="checkbox"/> c. DISADVANTAGED <input type="checkbox"/> d. WOMEN-OWNED <input type="checkbox"/> e. HUBZone <input type="checkbox"/> f. SERVICE-DISABLED VETERAN-OWNED <input type="checkbox"/> g. WOMEN-OWNED SMALL BUSINESS (WOSB) ELIGIBLE UNDER THE WOSB PROGRAM <input type="checkbox"/> h. EDWOSB				12. F.O.B. POINT Destination	
13. PLACE OF		14. GOVERNMENT B/L NO.		15. DELIVER TO F.O.B. POINT ON OR BEFORE (Date) 09/11/2013	
a. INSPECTION Destination		b. ACCEPTANCE Destination		16. DISCOUNT TERMS	

17. SCHEDULE (See reverse for Rejections)

ITEM NO. (a)	SUPPLIES OR SERVICES (b)	QUANTITY ORDERED (c)	UNIT (d)	UNIT PRICE (e)	AMOUNT (f)	QUANTITY ACCEPTED (g)
	GSA Contract #: GS-10F-0146L DUNS Number: (b)(4) The total estimated cost for the call order entitled, "Biomass: EPA's Accounting Framework for Biogenic CO2 Emissions from Stationary Sources" (Tasks 10, 13, & 14) is Continued ...					
18. SHIPPING POINT		19. GROSS SHIPPING WEIGHT		20. INVOICE NO.		17(h) TOTAL (Cont. pages)
21. MAIL INVOICE TO:						
a. NAME RTP Finance Center		\$60,262.00				17(i) GRAND TOTAL
b. STREET ADDRESS (or P.O. Box) US Environmental Protection Agency RTP-Finance Center Mail Drop D143-02 109 TW Alexander Drive		\$60,262.00				
c. CITY Durham		d. STATE NC	e. ZIP CODE 27711			
22. UNITED STATES OF AMERICA BY (Signature)				23. NAME (Typed) Rachel Schwartz TITLE: CONTRACTING/ORDERING OFFICER		

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Prescribed by GSA/FAR 48 CFR 53.213(f)

**ORDER FOR SUPPLIES OR SERVICES
SCHEDULE - CONTINUATION**

PAGE NO

2

IMPORTANT: Mark all packages and papers with contract and/or order numbers.

DATE OF ORDER

CONTRACT NO.

ORDER NO.

01/16/2014

EP-BPA-12-H-0025

EP-B14H-00046

ITEM NO. (a)	SUPPLIES/SERVICES (b)	QUANTITY ORDERED (c)	UNIT (d)	UNIT PRICE (e)	AMOUNT (f)	QUANTITY ACCEPTED (g)
0001	<p>\$60,262.00 with a level of effort of 498 hours. The call order is fully funded thru its completion date of 15 January 2015. Contractor incurred expenses cannot exceed the obligated amount of \$60,262.00</p> <p>COR - Eric Smith</p> <p>Alternate COR - Sara Ohrel</p> <p>Admin Office: HPOD US Environmental Protection Agency Ariel Rios Building 1200 Pennsylvania Avenue, N. W. Mail Code: 3803R Washington DC 20460</p> <p>Accounting Info: 13-14-B-58F6-101A46XP3-2505---1358FC3763-001 BFY: 13 EFY: 14 Fund: B Budget Org: 58F6 Program (PRC): 101A46XP3 Budget (BOC): 2505 DCN - Line ID: 1358FC3763-001 Period of Performance: 01/16/2014 to 01/15/2015</p> <p>"Biomass: EPA's Accounting Framework for Biogenic CO2 Emissions from Stationary Sources"</p> <p>The obligated amount of award: \$60,262.00. The total for this award is shown in box 17(i).</p>				60,262.00	

TOTAL CARRIED FORWARD TO 1ST PAGE (ITEM 17(H))

\$60,262.00

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OPTIONAL FORM 348 (Rev. 4/2006)

Prescribed by GSA FAR (48 CFR) 53.213(f)

ORDER FOR SUPPLIES OR SERVICES

PAGE OF PAGES

1 11

IMPORTANT: Mark all packages and papers with contract and/or order numbers.

1. DATE OF ORDER 02/20/2014		2. CONTRACT NO. (If any) EP-BPA-12-H-0025		6. SHIP TO:	
3. ORDER NO. EP-B14H-00054		4. REQUISITION/REFERENCE NO. See Schedule		a. NAME OF CONSIGNEE OAR/OAP/CCD	
5. ISSUING OFFICE (Address correspondence to) HPOD US Environmental Protection Agency Ariel Rios Building 1200 Pennsylvania Avenue, N. W. Mail Code: 3803R Washington DC 20460				b. STREET ADDRESS US Environmental Protection Agency 1200 Pennsylvania Avenue NW Mail Code: 62107J OAP/CCD	
				c. CITY Washington	d. STATE DC
				e. ZIP CODE 20460	
7. TO:				f. SHIP VIA	
a. NAME OF CONTRACTOR ABT ASSOCIATES INC				8. TYPE OF ORDER	
b. COMPANY NAME				<input type="checkbox"/> a. PURCHASE <input checked="" type="checkbox"/> b. DELIVERY	
c. STREET ADDRESS 55 WHEELER ST				REFERENCE YOUR: Request for Quotation: Please furnish the following on the terms and conditions specified on both sides of this order and on the attached sheet, if any, including delivery as indicated.	
d. CITY CAMBRIDGE		e. STATE MA	f. ZIP CODE 021381168		
9. ACCOUNTING AND APPROPRIATION DATA See Schedule				10. REQUISITIONING OFFICE HPOD	
11. BUSINESS CLASSIFICATION (Check appropriate box(es))					12. F.O.B. POINT Destination
<input type="checkbox"/> a. SMALL <input type="checkbox"/> b. OTHER THAN SMALL <input type="checkbox"/> c. DISADVANTAGED <input type="checkbox"/> d. WOMEN-OWNED <input type="checkbox"/> e. HUBZone <input type="checkbox"/> f. SERVICE-DISABLED VETERAN-OWNED <input type="checkbox"/> g. WOMEN-OWNED SMALL BUSINESS (WOSB) ELIGIBLE UNDER THE WOSB PROGRAM <input type="checkbox"/> h. EDWOSB					
13. PLACE OF		14. GOVERNMENT B/L NO.		15. DELIVER TO F.O.B. POINT ON OR BEFORE (Date)	
a. INSPECTION Destination	b. ACCEPTANCE Destination				
16. DISCOUNT TERMS					

17. SCHEDULE (See reverse for Rejections)

ITEM NO. (a)	SUPPLIES OR SERVICES (b)	QUANTITY ORDERED (c)	UNIT (d)	UNIT PRICE (e)	AMOUNT (f)	QUANTITY ACCEPTED (g)
	GSA Contract #: GS-10F-0146L DUNS Number: (b)(4) The total estimated cost for the call order entitled, "Support for Climate Communications Efforts" (Tasks 1, 3, 4, & 5) is \$195,880.00 with a level of effort of Continued ...					

SEE BILLING INSTRUCTIONS ON REVERSE	18. SHIPPING POINT		19. GROSS SHIPPING WEIGHT		20. INVOICE NO.		17(h) TOTAL (Cont. pages)
	21. MAIL INVOICE TO:						
	a. NAME RTP Finance Center						\$0.00
	b. STREET ADDRESS (or P.O. Box) US Environmental Protection Agency RTP-Finance Center Mail Drop D143-02 109 TW Alexander Drive						\$195,880.00
c. CITY Durham			d. STATE NC	e. ZIP CODE 27711			

22. UNITED STATES OF AMERICA BY (Signature) 02/20/2014

ELECTRONIC
SIGNATURE23. NAME (Typed)
Faye Sas
TITLE: CONTRACTING/ORDERING OFFICER

**ORDER FOR SUPPLIES OR SERVICES
SCHEDULE - CONTINUATION**

PAGE NO

2

IMPORTANT: Mark all packages and papers with contract and/or order numbers.

DATE OF ORDER

CONTRACT NO.

02/20/2014

EP-BPA-12-H-0025

ORDER NO.

EP-B14H-00054

ITEM NO. (a)	SUPPLIES/SERVICES (b)	QUANTITY ORDERED (c)	UNIT (d)	UNIT PRICE (e)	AMOUNT (f)	QUANTITY ACCEPTED (g)
0001	<p>1,270 labor hours. The call order is incrementally funded in the amount of \$8,809.00 thru the completion date of 18 February 2015. Contractor incurred expenses cannot exceed the obligated amount of \$8,809.00.</p> <p>COR - Isabel Deluca</p> <p>Alternate COR - Lesley Jantarasami</p> <p>Admin Office: HPOD US Environmental Protection Agency Ariel Rios Building 1200 Pennsylvania Avenue, N. W. Mail Code: 3803R Washington DC 20460</p> <p>Accounting Info: 13-14-B-58F1-101A46XQ3-2505---1358FC3791-001 BFY: 13 EFY: 14 Fund: B Budget Org: 58F1 Program (PRC): 101A46XQ3 Budget (BOC): 2505 DCN - Line ID: 1358FC3791-001 Period of Performance: 02/20/2014 to 02/20/2015</p> <p>"Support for Climate Communications Efforts"</p> <p>Requisition No: PR-OAR-13-02168</p> <p>The obligated amount of award: \$8,809.00. The total for this award is shown in box 17(i).</p>					

TOTAL CARRIED FORWARD TO 1ST PAGE (ITEM 17(H))

\$0.00

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Prescribed by GSA FAR (48 CFR) 53.213(f)

Attachment 3 – Statement of Work

Title: Support for Climate Communications Efforts

I. INTRODUCTION

The Climate Change Division (CCD) in the U.S. EPA's Office of Air and Radiation works to assess and address global climate change and the associated risks to human health and the environment. The CCD plays a key role in United States and international efforts to address climate change by:

- Educating the public on climate change and EPA's efforts to address it;
- Implementing successful voluntary programs to reduce non-carbon dioxide (CO₂) emissions;
- Analyzing rigorously CO₂ and non-CO₂ greenhouse gas (GHG) emissions and economically efficient reduction, sequestration, and adaptation options;
- Communicating climate analyses and strategies to policy-makers, experts, and U.S. climate negotiators;
- Building effective international capacity to analyze and reduce GHG emissions and associated air pollution;
- Managing a greenhouse gas emissions reporting program and publishing the collected data.

This Statement of Work (SOW) supports EPA/CCD to in its efforts to educate the public about climate change and EPA activities to address it, to maintain and

Upgrade the climate change website, to implement new ways of outreach including through social media and blogs, and to respond to public questions and maintain a searchable Frequently Asked Questions (FAQ) database (located at URL: <http://www.epa.gov/climatechange/index.html>).

Communications efforts should support the EPA's main climate messages of:

II. BACKGROUND AND PURPOSE

EPA will improve the ability of the American public to participate in the protection of human health and the environment providing quality environmental education, outreach and data availability programs. EPA's Climate Change Site supports this goal by:

- Presenting accurate and engaging information on the issue of climate change and global warming in a way that is accessible and meaningful to all parts of society – communities, individuals, business, public officials and governments;
- Increasing public awareness concerning carbon pollution, greenhouse gas emissions, the science and impacts associated with global warming, and mitigation and adaptation actions and options; and,
- Supporting EPA's climate change education, outreach and communication efforts.

III. STATEMENT OF WORK TASKS

Task 1 - Project Management

Under this Task, the Contractor shall attend a kick-off meeting, via either conference call or in-person, whichever is most cost-effective to the Government, to discuss the goals and strategy for completing the deliverables. This kick-off meeting will serve as a brainstorming session to answer questions and solicit feedback from the contractors on work plan, scope of deliverables, and due dates; and to provide necessary background documents and information. The Contractor, under this Task, shall also attend a wrap-up meeting at the end of the period of performance to discuss work completed under the Tasks in Statement of Work.

The Contractor shall provide project management under this task, and shall submit a Monthly Status Report to EPA's Contracting Officer's Representative (COR) and Contracting Officer (CO) in accordance with the Project Reporting section below. The COR will notify the contractor of any significant content updates conducted on the EPA web sites that may impact the type and frequency of public response. The Contractor shall ensure that the final products under each task meet the requirements set out in this document.

During the Period of Performance, the Contractor shall immediately inform the COR and CO by telephone and/or email of any problems that may impede performance and will suggest corrective actions needed by the EPA or the Contractor to solve the problem.

Deliverables and schedule under Task 1

Task Deliverable	Due Date
Attend kick-off meeting; Prepare revised staffing and budget plan	Within 2 weeks of award of task order or task(s)
Prepare Monthly Progress Report/Budget Tracking Template	Draft due within 5 business days of kick-off meeting; Final due within 5 business days of EPA COR comments
Monthly Progress Report	By 10 th business day each month
Attend wrap-up meeting	At least 2 weeks prior to end of POP, per COR direction

Task 2. Maintenance and upgrades of the Climate Change Website (www.epa.gov/climatechange)

The Climate Change Division is responsible for maintaining the climate change website for the agency. Under this task, the contractor shall ensure that EPA is updating the site to reflect timely information on EPA's climate activities and other climate topics. This includes updating and adding pages or topics to the site as necessary, updating and maintaining the climate change news page. The contractor shall be familiar with the site and with climate science and policy so that if requested the contractor could draft new language for the site on these topics.

The contractor shall be familiar with and have direct experience working with both html sites and sites that utilize the EPA Drupal template, the CMS that the climate change website is likely to switch to within the next year.

The contractor shall accomplish the following subtasks:

- **Maintain a Staging Server and Implement Routine Updates** - The contractor shall set up a copy of the EPA website on a password protected internal server that will serve as a staging area for updates to be reviewed by EPA staff. The contractor shall make routine updates to the site on an as needed basis, and troubleshoot any technical issues that arise. The contractor can anticipate at least five (5) minor updates per month, including updating the news pages within the site, developing and updating banners, and creating new pages to house climate related content. In addition, the contractor can plan for four (4) updates of major content areas over the course of the POP. The contractor shall help develop the content of these pages drawing on their climate science, policy and communication expertise to create a high quality product. The contractor shall be prepared to respond to a quick turnaround requests from the COR that would require updates to go live within hours. These activities usually but not always arise in conjunction with press releases. To the extent possible the COR will advise the contractor in advance during times when quick turn changes are anticipated.
- **Drupal Transition** - The contractor shall develop a transition plan for moving the climate change web site into EPA's Drupal content management system. The main portion of this task covers proposing changes to the current site's navigation to fit into the navigation structure allowed within the Drupal template. This task includes overall site-wide navigation, as well as navigation within a topic (e.g., GHG Emissions, Climate Science, Climate Change Indicators). The contractor will need (or will be given) access to EPA's Drupal account, and shall mock up 3-5 high-level pages to explore features and limitations that are built into the Drupal system, and demonstrate the proposed navigation scheme. The contractor shall communicate with EPA's Office of Environmental Information, as needed, to solve any problems with site functionality. More information about the Drupal styles and the EPA objectives for the EPA web as a whole can be found here:
 - http://www2.epa.gov/sites/production/files/documents/drupal_webcms_fact_sheet_july_2013.pdf
 - <http://www2.epa.gov/webguide/web-style-guide>

Once a navigation structure is agreed upon, the contractor shall review the graphics, interactive features, and page design throughout the site, list the features that will need to change in the transition to Drupal, and make suggestions for adjustments and workarounds to transition the content without losing visual interest or usability. For this task, the contractor should plan to mock up 5-10 example web pages as transition templates for the rest of the site.

Finally, the contractor shall create a schedule and projected budget for transitioning rest of the web site according to the agreed upon navigation and page templates.

In addition, as requested, the contractor shall provide technical expertise and advice for other CCD websites (e.g., Greenhouse Gas Reporting Program, Landfill Methane Outreach Program, Coal Mine Methane Outreach Program, to name a few) that are considering, or in the process, of transitioning to Drupal. This may include a

providing a summary memo of key Drupal limitations and suggested workarounds, providing advice on navigation and usability, and answering questions as they arise.

- **Reviewing Key Content for Non-Technical Publics** - CCD is interested making the website content more relevant and accessible to non-technical audiences. The contractor shall work with experts on public attitudes on climate change to review the content and suggest opportunities for new or revised content and other outreach materials that would improve EPA's efforts to communicate basic information about climate change to the general public.
- **Analytics** - The site currently is using Google Analytics (GA) to track usage of the site. The contractor shall manage the analytics account, make updates to the account, and prepare reports as requested for the COR. Specifically, at the beginning of the task order, the contractor shall conduct a thorough review of the Google Analytics account and the website coding to determine if the tracking code is up to date and allowing use of all appropriate GA tools. In addition, the contractor should review the GA dashboards and work with EPA to determine if they are tracking the most useful statistics and are appropriately comprehensive. As needed, the contractor shall update dashboards and/or create shortcuts to page views that can provide a comprehensive picture of the most important web statistics. The contractor shall also do a review and analysis of the GA statistics and recommend changes to the site that could improve the user experience. As directed by the COR, the contractor shall create 3-7 graphics based on GA data for use in internal EPA presentations. This may include tracking the impact of EPA social media outreach efforts on climate change website views.
- **Household Emissions Calculator** - EPA is in the process of updating our household carbon emissions calculator. Remaining tasks include flushing out the design of the updated wireframes, building the calculator in EPA's Drupal template, conducting QA/QC testing, and making any needed revisions based on QA/QC review. Under this task, the contractor shall create a comprehensive list of remaining tasks to complete the calculator, create a calendar for project completion, and complete updates to the calculator within 2-3 months of the award of the task order. Once the calculator is complete and live online, the contractor shall develop and implement a strategy for promoting and marketing it as broadly as possible through social media and other channels. The contractor shall create monthly reports tracking use of tool and use of the sharing feature through Facebook, Twitter or other social media platforms, and suggest and implement new strategies for outreach based on marketing analytics.
- **Frequently Asked Questions Database Maintenance and Response to Inquiries** CCD is responsible for answering questions from the public on climate change that come through our website. These questions are answered through a software system called Parature that is maintained by EPA's Office of Environmental Information. On an as needed basis, as directed by the COR, the contractor shall manage the FAQ database and develop answers to questions from the public. Answers must be accurate, thoughtful, written in "Plain English" and developed in a timely manner. This Task requires staff with familiarity with EPA regulatory and voluntary programs related to climate change, as well as general knowledge of climate change science,

impacts, greenhouse gas emissions, and what individuals can do to take action on climate change.

Deliverables and Schedule under Task 2

	Due Date
Set Up and Maintain a Staging Server	<ul style="list-style-type: none"> • 1 week after award of TO
Updates to EPA Website	<ul style="list-style-type: none"> • Upon receipt of TD for minor web updates, the contractor shall make the updates within 2 days. For quick turn, requests the contractor shall be prepared make updates within 2 hours. • For larger web updates, the contractor shall make updates within 2 weeks of receiving technical direction.
Transition to Drupal <ul style="list-style-type: none"> • Draft memo outlining proposed navigation scheme for the site in Drupal. • 3-7 page mock-ups to illustrate navigation approach, as directed by COR • Memo reviewing internal page revisions needed (including graphics, layout, interactive elements) to transfer to Drupal, with recommendations for best approach. • 5-10 page mock-ups/templates, illustrating suggested internal design approach, as directed by COR • Deliver schedule and budget for transferring the rest of the site into Drupal 	<ul style="list-style-type: none"> • 1 month after launch of TO (or as directed by COR) • As directed by COR • 1 month after navigation approach finalized • 5 as directed by COR • 2 weeks after approval/finalization of page templates
Reviewing Content for Non-Technical Audiences <ul style="list-style-type: none"> • Memo outlining process/approach for reviewing content for non-technical publics. 	<ul style="list-style-type: none"> • 2 weeks from kick off meeting on this subtask. • Final memo with results due 2 months after finalization/approval of review process.

<ul style="list-style-type: none"> • Memo with results of content review along with recommendations. 	
Web Analytics <ul style="list-style-type: none"> • Review of GA tracking code, and estimate for updating code (if updates are needed) • Updates to GA code (if needed) • Review of dash boards, implementation of updates as needed to improve web stat tracking • Development of graphics based on web statistics for inclusion in presentations 	<ul style="list-style-type: none"> • 1 month after kick-off • As directed by COR 2 months after kick-off • As directed by COR
Household emissions calculator <ul style="list-style-type: none"> • Kick-off meeting to identify remaining tasks for the development of calculator • tasks and calendar for calculator development • Completed calculator delivered • Final QA/QC testing and final revisions of calculator • Monthly analytics report after launch of calculator 	<ul style="list-style-type: none"> • Within 2-weeks of start of TO • 1 week after kick-off. • 2-3 months after award • 1 month after EPA revisions received • Draft marketing and outreach plan to promote use of the tool – as directed by COR • Monthly analytics report after launch of calculator
FAQ Database Maintenance Inquiries <ul style="list-style-type: none"> • Draft responses to questions from public that come into EPA climate change web site. 	<ul style="list-style-type: none"> • Two to five days after EPA sends to contractor, depending on the number of questions—as directed by COR

Task 3. Support for strategic communications on climate change

Under this, task the contractor shall develop and implement strategies to engage and educate various non-expert publics (e.g. moms and parents, youth) identified by the COR. The contractor shall develop and implement outreach plans or activities for specific audiences with consultations with the COR about goals and messages. The activities can leverage existing EPA social media channels and can include novel approaches. The contractor shall develop a plan and metrics to track the success of these efforts. The contractor shall demonstrate specialized skills in developing communications strategies related to climate change or other environmental or public health issues with extensive background in communication application.

The contractor shall have excellent knowledge of the research regarding public attitudes on

climate change and be able to use the research to inform development of effective outreach materials and messages in support of EPA outreach plans and priorities mentioned above. Under this task, the contractor shall provide EPA with communications support by developing fact sheets, infographics, blogs, videos, social media posts, or other materials on climate issues (including, for example, impacts of climate change, climate science, adaptation, or what individuals can do about climate change). The contractor shall be responsible for both drafting text and designing print products for production, as well as designing materials for the website and for distribution via social media. The contractor shall have excellent graphic design experience, as well as staff with climate science and communications expertise. For budgeting purposes, the contractor should plan on developing 4 new or updated fact sheets (prepared for print and web distribution), 2 infographics (for print and web distribution), 6 blogs, and up to three short videos of less than 2 minutes each).

Deliverables and Schedule under Task 3

Task 3 Deliverables	Due Date
3a- Draft concepts for outreach materials and fact sheets	Two weeks after kick off meeting for this task
3b - Mock ups for review	As requested by COR.
3c- Final fact sheet/outreach material for distribution/printing	As requested by COR.

Task 4. Testing and review of outreach materials on climate change.

The contractor shall test draft and current communication materials (including website, fact sheets, images, and social media messages) with members of the public or specific sub audiences to see if our outreach materials are written at an appropriate level and are engaging and interesting for our audiences, especially our non-technical audiences. These activities could include usability and message testing to better understand our audience goals and needs. For this task, the contractor should have experience in doing usability testing and message testing. EPA anticipates conducting testing on a total of 3-5 fairly small products such as web pages, blogs, fact sheets, or infographics. EPA does not intend request the same information about the products from more than 9 people for each product tested.

Deliverables and Schedule under Task 4

Task 4 Deliverables	Due Date
Draft -plan for testing materials with key activities outlined	Two weeks after kick off meeting for this task
Implementation of key activities	As required by work plan.
Draft plan for testing outreach materials	2 weeks after outreach materials for testing identified by COR.
Conduct outreach testing and deliver recommendations for revisions	Per final testing plan

Task 5. Capacity building for CCD staff on outreach and communications.

The climate change division does a wide range of outreach for many different types of audiences as a part of voluntary and regulatory programs. Communications strategies have changed significantly in the last few years with EPA relying more heavily on the web and social media tools than ever for outreach. The goal of this task is to provide CCD staff with key trainings in communication and to provide staff with knowledge and tools to be excellent communicators to internal EPA audiences as well as external audiences. The contractor shall work with the COR to identify the topics that would be covered in a series of 3-5 one hour long seminars with staff and provide the agenda and content for each seminar.

Possible topics include:

- How to get information to your partners in today's on-line environment. What makes an effective outreach strategy? How can you measure it?
- Social media tools at EPA and how to use them to get the word out about your program.
 - o Developing effective content for the web and for social media.
 - o How to create great infographics
 - o How to use video to enhance your messages
- How to give an engaging and effective presentation and how to handle difficult and controversial questions.
 - o This topic might include some role playing and training.
- Strategies for communicating complex topics such as science and economics to non-technical audiences.
- Web analytics 101 – know your stats and improve your site.

For budgeting Series of 3-5 one hour webinar or in person trainings.

Deliverables and Schedule under Task 5

Due Date	
Draft –recommendations for 3-5 seminar topics	Two weeks after kick off meeting for this task
Work plan and first draft agenda seminars	One month after kick off meeting
Provide agenda and content for each training plan	At least 1 month prior to each seminar.

IV. PROJECT REPORTING

Monthly Status Report

The Contractor shall provide monthly status reports that shall include, at a minimum, the following information for each of the above tasks and a summary of all tasks:

- Activities of the past month – a summary of the actions taken and progress made on all outstanding tasks for the past month.
- Activities of the next month – a review of the work planned to be done to meet task requirements.
- Problems/Issues – a discussion of problems or difficulties either anticipated or

encountered.

- Hours – as applicable, total hours expended during the month, and cumulative total to date. Hours expended must be identified by individual and labor category.
- Funds – as applicable, total funds expended during the month, cumulative total to date, outstanding commitments, and percentage of approved funds spent to date.

The Contractor will communicate by telephone with the COR bi-weekly (unless otherwise directed by the COR) on a mutually acceptable day of the week to discuss progress, problems, and the status of ongoing work. **A dynamic status/progress report should be made available to the COR in an electronic format at the bi-weekly meeting.**

The Contractor should be prepared to submit copies of all work in progress for inspection at any time directed by the COR.

Distribution of Deliverables

All deliverables including status reports between the Contractor and the Government shall be delivered as:

- One copy in paper or electronic format to the EPA COR and EPA Contracting Officer.
- The Contractor shall deliver all draft, and final reports, briefing materials and minutes, data sets, etc. in hard copy or electronic format via a delivery service or electronic mail.
- The Contractor shall submit a Letter of Transmittal with each deliverable, unless otherwise noted, which includes, at a minimum, the task/deliverable identified, type (draft or final), due date, submission date, deliverable name, and name of EPA COR.

The EPA COR will review deliverables for technical content, completeness, and grammar. Final inspection, testing and acceptance of all reports and other deliverables will be performed by the EPA COR or other individual(s) designated as subject matter technical expert(s) by the EPA COR.

V. Period of Performance

The period of performance for this Statement of Work is one year from the date of award.

AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT		1. CONTRACT ID CODE		PAGE OF PAGES 1 2	
2. AMENDMENT/MODIFICATION NO. 001		3. EFFECTIVE DATE 05/19/2014		4. REQUISITION/PURCHASE REQ. NO. See Schedule	
5. PROJECT NO. (If applicable)		6. ISSUED BY HPOD US Environmental Protection Agency Ariel Rios Building 1200 Pennsylvania Avenue, N. W. Mail Code: 3803R Washington DC 20460		7. ADMINISTERED BY (If other than Item 6) CODE	
8. NAME AND ADDRESS OF CONTRACTOR (No., street, county, State and ZIP Code) ABT ASSOCIATES INC 55 WHEELER ST CAMBRIDGE MA 021381168		(x)		9A. AMENDMENT OF SOLICITATION NO.	
				9B. DATED (SEE ITEM 11)	
		x		10A. MODIFICATION OF CONTRACT/ORDER NO. EP-BPA-12-H-0025 EP-B14H-00054	
				10B. DATED (SEE ITEM 13) 02/20/2014	
CODE (b)(4)		FACILITY CODE			

11. THIS ITEM ONLY APPLIES TO AMENDMENTS OF SOLICITATIONS

☐ The above numbered solicitation is amended as set forth in Item 14. The hour and date specified for receipt of Offers ☐ is extended, ☐ is not extended.
Offers must acknowledge receipt of this amendment prior to the hour and date specified in the solicitation or as amended, by one of the following methods: (a) By completing Items 8 and 15, and returning _____ copies of the amendment; (b) By acknowledging receipt of this amendment on each copy of the offer submitted; or (c) By separate letter or telegram which includes a reference to the solicitation and amendment numbers. FAILURE OF YOUR ACKNOWLEDGEMENT TO BE RECEIVED AT THE PLACE DESIGNATED FOR THE RECEIPT OF OFFERS PRIOR TO THE HOUR AND DATE SPECIFIED MAY RESULT IN REJECTION OF YOUR OFFER. If by virtue of this amendment you desire to change an offer already submitted, such change may be made by telegram or letter, provided each telegram or letter makes reference to the solicitation and this amendment, and is received prior to the opening hour and date specified.

12. ACCOUNTING AND APPROPRIATION DATA (If required) Net Increase: \$60,000.00
See Schedule

13. THIS ITEM ONLY APPLIES TO MODIFICATION OF CONTRACTS/ORDERS. IT MODIFIES THE CONTRACT/ORDER NO. AS DESCRIBED IN ITEM 14.

CHECK ONE	A. THIS CHANGE ORDER IS ISSUED PURSUANT TO: (Specify authority) THE CHANGES SET FORTH IN ITEM 14 ARE MADE IN THE CONTRACT ORDER NO. IN ITEM 10A.
	B. THE ABOVE NUMBERED CONTRACT/ORDER IS MODIFIED TO REFLECT THE ADMINISTRATIVE CHANGES (such as changes in paying office, appropriation date, etc.) SET FORTH IN ITEM 14, PURSUANT TO THE AUTHORITY OF FAR 43.103(b).
	C. THIS SUPPLEMENTAL AGREEMENT IS ENTERED INTO PURSUANT TO AUTHORITY OF:
	D. OTHER (Specify type of modification and authority)

E. IMPORTANT: Contractor ☒ is not, ☐ is required to sign this document and return 0 copies to the issuing office.

14. DESCRIPTION OF AMENDMENT/MODIFICATION (Organized by UCF section headings, including solicitation/contract subject matter where feasible.)

GSA Contract #: GS-10F-0146L

DUNS Number: (b)(4)

The purpose of this modification is to obligate incremental funding in the amount of \$60,000.00, increasing the order ceiling from \$8,809.00 to \$68,809.00, leaving \$127,071.00 left to fully fund the order. All other terms and conditions remain unchanged.

LIST OF CHANGES:

Reason for Modification : Funding Only Action

Obligated Amount for this Modification: \$60,000.00

New Total Obligated Amount for this Award: \$68,809.00

Incremental Funded Amount changed: from

\$8,809.00 to \$68,809.00

Continued ...

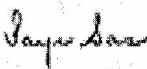
Except as provided herein, all terms and conditions of the document referenced in Item 9A or 10A, as heretofore changed, remains unchanged and in full force and effect.

15A. NAME AND TITLE OF SIGNER (Type or print)		16A. NAME AND TITLE OF CONTRACTING OFFICER (Type or print) Faye Sas	
15B. CONTRACTOR/OFFEROR (Signature of person authorized to sign)	15C. DATE SIGNED	16B. DATE SIGNED 05/19/2014	16C. DATE SIGNED 05/19/2014

CONTINUATION SHEET	REFERENCE NO. OF DOCUMENT BEING CONTINUED EP-BPA-12-H-0025/EP-B14H-00054/001	PAGE	OF
		2	2

NAME OF OFFEROR OR CONTRACTOR
ABT ASSOCIATES INC

ITEM NO. (A)	SUPPLIES/SERVICES (B)	QUANTITY (C)	UNIT (D)	UNIT PRICE (E)	AMOUNT (F)
	<p>CHANGES FOR LINE ITEM NUMBER: 1</p> <p>Obligated Amount for this modification: \$60,000.00</p> <p>Incremental Funded Amount changed from \$8,809.00 to \$68,809.00</p> <p>CHANGES FOR ACCOUNTING CODE:</p> <p>13-14-B-58F1-101A46XQ3-2505-1358FC3791-001</p> <p>Account code changed from</p> <p>13-14-B-58F1-101A46XQ3-2505---1358FC3791-001 to</p> <p>13-14-B-58F1-101A46XQ3-2505-1358FC3791-001</p> <p>NEW ACCOUNTING CODE ADDED:</p> <p>Account code:</p> <p>14-15-B-58F1-101A46-2505-1458FC4703-001</p> <p>Beginning Fiscal Year 14</p> <p>Ending Fiscal Year 15</p> <p>Fund (Appropriation) B</p> <p>Budget Organization 58F1</p> <p>Program (PRC) 101A46</p> <p>Budget (BOC) 2505</p> <p>Job # (Site/Project)</p> <p>Cost Organization</p> <p>DCN-LineID 1458FC4703-001</p> <p>Quantity: 0</p> <p>Amount: \$60,000.00</p> <p>Percent: 30.631</p> <p>Subject To Funding: N</p> <p>Payment Address:</p> <p>Delivery Location Code: OAR/OAP/CCD</p> <p>OAR/OAP/CCD</p> <p>US Environmental Protection Agency</p> <p>1200 Pennsylvania Avenue NW</p> <p>Mail Code: 62107J</p> <p>OAP/CCD</p> <p>Washington DC 20460 USA</p> <p>Payment:</p> <p>RTP Finance Center</p> <p>US Environmental Protection Agency</p> <p>RTP-Finance Center</p> <p>Mail Drop D143-02</p> <p>109 TW Alexander Drive</p> <p>Durham NC 27711</p> <p>FOB: Destination</p> <p>Period of Performance: 02/20/2014 to 02/20/2015</p>				

AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT			1. CONTRACT ID CODE		PAGE OF PAGES 1 2									
2. AMENDMENT/MODIFICATION NO. 002		3. EFFECTIVE DATE 09/02/2014		4. REQUISITION/PURCHASE REQ. NO. See Schedule		5. PROJECT NO. (If applicable)								
6. ISSUED BY HPOD US Environmental Protection Agency Ariel Rios Building 1200 Pennsylvania Avenue, N. W. Mail Code: 3803R Washington DC 20460		CODE HPOD		7. ADMINISTERED BY (If other than Item 6) CODE										
8. NAME AND ADDRESS OF CONTRACTOR (No., street, county, State and ZIP Code) ABT ASSOCIATES INC 55 WHEELER ST CAMBRIDGE MA 021381168				(x) 9A. AMENDMENT OF SOLICITATION NO.										
				9B. DATED (SEE ITEM 11)										
				x 10A. MODIFICATION OF CONTRACT/ORDER NO. EP-BPA-12-H-0025 EP-B14H-00054										
				10B. DATED (SEE ITEM 13) 02/20/2014										
CODE (b)(4)		FACILITY CODE												
11. THIS ITEM ONLY APPLIES TO AMENDMENTS OF SOLICITATIONS														
<input type="checkbox"/> The above numbered solicitation is amended as set forth in Item 14. The hour and date specified for receipt of Offers <input type="checkbox"/> is extended, <input type="checkbox"/> is not extended. Offers must acknowledge receipt of this amendment prior to the hour and date specified in the solicitation or as amended, by one of the following methods: (a) By completing Items 8 and 15, and returning _____ copies of the amendment; (b) By acknowledging receipt of this amendment on each copy of the offer submitted; or (c) By separate letter or telegram which includes a reference to the solicitation and amendment numbers. FAILURE OF YOUR ACKNOWLEDGEMENT TO BE RECEIVED AT THE PLACE DESIGNATED FOR THE RECEIPT OF OFFERS PRIOR TO THE HOUR AND DATE SPECIFIED MAY RESULT IN REJECTION OF YOUR OFFER. If by virtue of this amendment you desire to change an offer already submitted, such change may be made by telegram or letter, provided each telegram or letter makes reference to the solicitation and this amendment, and is received prior to the opening hour and date specified.														
12. ACCOUNTING AND APPROPRIATION DATA (If required) See Schedule				Net Increase:		\$127,071.00								
13. THIS ITEM ONLY APPLIES TO MODIFICATION OF CONTRACTS/ORDERS. IT MODIFIES THE CONTRACT/ORDER NO. AS DESCRIBED IN ITEM 14.														
<table border="1" style="width:100%; border-collapse: collapse;"> <tr> <td style="width:10%;">CHECK ONE</td> <td>A. THIS CHANGE ORDER IS ISSUED PURSUANT TO: (Specify authority) THE CHANGES SET FORTH IN ITEM 14 ARE MADE IN THE CONTRACT ORDER NO. IN ITEM 10A.</td> </tr> <tr> <td>X</td> <td>B. THE ABOVE NUMBERED CONTRACT/ORDER IS MODIFIED TO REFLECT THE ADMINISTRATIVE CHANGES (such as changes in paying office, appropriation date, etc.) SET FORTH IN ITEM 14, PURSUANT TO THE AUTHORITY OF FAR 43.103(b).</td> </tr> <tr> <td></td> <td>C. THIS SUPPLEMENTAL AGREEMENT IS ENTERED INTO PURSUANT TO AUTHORITY OF:</td> </tr> <tr> <td></td> <td>D. OTHER (Specify type of modification and authority)</td> </tr> </table>							CHECK ONE	A. THIS CHANGE ORDER IS ISSUED PURSUANT TO: (Specify authority) THE CHANGES SET FORTH IN ITEM 14 ARE MADE IN THE CONTRACT ORDER NO. IN ITEM 10A.	X	B. THE ABOVE NUMBERED CONTRACT/ORDER IS MODIFIED TO REFLECT THE ADMINISTRATIVE CHANGES (such as changes in paying office, appropriation date, etc.) SET FORTH IN ITEM 14, PURSUANT TO THE AUTHORITY OF FAR 43.103(b).		C. THIS SUPPLEMENTAL AGREEMENT IS ENTERED INTO PURSUANT TO AUTHORITY OF:		D. OTHER (Specify type of modification and authority)
CHECK ONE	A. THIS CHANGE ORDER IS ISSUED PURSUANT TO: (Specify authority) THE CHANGES SET FORTH IN ITEM 14 ARE MADE IN THE CONTRACT ORDER NO. IN ITEM 10A.													
X	B. THE ABOVE NUMBERED CONTRACT/ORDER IS MODIFIED TO REFLECT THE ADMINISTRATIVE CHANGES (such as changes in paying office, appropriation date, etc.) SET FORTH IN ITEM 14, PURSUANT TO THE AUTHORITY OF FAR 43.103(b).													
	C. THIS SUPPLEMENTAL AGREEMENT IS ENTERED INTO PURSUANT TO AUTHORITY OF:													
	D. OTHER (Specify type of modification and authority)													
E. IMPORTANT: Contractor <input checked="" type="checkbox"/> is not, <input type="checkbox"/> is required to sign this document and return _____ 0 _____ copies to the issuing office.														
14. DESCRIPTION OF AMENDMENT/MODIFICATION (Organized by UCF section headings, including solicitation/contract subject matter where feasible.) GSA Contract #: GS-10F-0146L DUNS Number: (b)(4) The purpose of this modification is to obligate the final increment of funding in the amount of \$127,071.00 in order to fully fund this BPA call order. The BPA call order ceiling is increased by \$127,071.00, from \$68,809.00 to \$195,880.00. All other terms and conditions remain unchanged. LIST OF CHANGES: Reason for Modification : Funding Only Action Obligated Amount for this Modification: \$127,071.00 New Total Obligated Amount for this Award: \$195,880.00 Incremental Funded Amount changed: from Continued ... Except as provided herein, all terms and conditions of the document referenced in Item 9A or 10A, as heretofore changed, remains unchanged and in full force and effect.														
15A. NAME AND TITLE OF SIGNER (Type or print)				16A. NAME AND TITLE OF CONTRACTING OFFICER (Type or print)										
				Faye Sas										
15B. CONTRACTOR/OFFEROR		15C. DATE SIGNED		16C. DATE SIGNED										
(Signature of person authorized to sign)				16  ELECTRONIC SIGNATURE		09/03/2014								

AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT		1. CONTRACT ID CODE		PAGE OF PAGES 1 2	
2. AMENDMENT/MODIFICATION NO. 002		3. EFFECTIVE DATE 09/02/2014		4. REQUISITION/PURCHASE REQ. NO. See Schedule	
5. PROJECT NO. (If applicable)		6. ISSUED BY HPOD		7. ADMINISTERED BY (If other than Item 6) CODE	
8. NAME AND ADDRESS OF CONTRACTOR (No., street, county, State and ZIP Code) ABT ASSOCIATES INC 55 WHEELER ST CAMBRIDGE MA 021381168		(x) 9A. AMENDMENT OF SOLICITATION NO.		9B. DATED (SEE ITEM 11)	
CODE (b)(4)		FACILITY CODE		10A. MODIFICATION OF CONTRACT/ORDER NO. EP-BPA-12-H-0025 EP-B14H-00054 10B. DATED (SEE ITEM 13) 02/20/2014	

11. THIS ITEM ONLY APPLIES TO AMENDMENTS OF SOLICITATIONS

☐ The above numbered solicitation is amended as set forth in Item 14. The hour and date specified for receipt of Offers ☐ is extended, ☐ is not extended.
Offers must acknowledge receipt of this amendment prior to the hour and date specified in the solicitation or as amended, by one of the following methods: (a) By completing Items 8 and 15, and returning _____ copies of the amendment; (b) By acknowledging receipt of this amendment on each copy of the offer submitted; or (c) By separate letter or telegram which includes a reference to the solicitation and amendment numbers. FAILURE OF YOUR ACKNOWLEDGEMENT TO BE RECEIVED AT THE PLACE DESIGNATED FOR THE RECEIPT OF OFFERS PRIOR TO THE HOUR AND DATE SPECIFIED MAY RESULT IN REJECTION OF YOUR OFFER. If by virtue of this amendment you desire to change an offer already submitted, such change may be made by telegram or letter, provided each telegram or letter makes reference to the solicitation and this amendment, and is received prior to the opening hour and date specified.

12. ACCOUNTING AND APPROPRIATION DATA (If required) Net Increase: \$127,071.00
See Schedule

13. THIS ITEM ONLY APPLIES TO MODIFICATION OF CONTRACTS/ORDERS. IT MODIFIES THE CONTRACT/ORDER NO. AS DESCRIBED IN ITEM 14.

CHECK ONE	A. THIS CHANGE ORDER IS ISSUED PURSUANT TO: (Specify authority) THE CHANGES SET FORTH IN ITEM 14 ARE MADE IN THE CONTRACT ORDER NO. IN ITEM 10A.
X	B. THE ABOVE NUMBERED CONTRACT/ORDER IS MODIFIED TO REFLECT THE ADMINISTRATIVE CHANGES (such as changes in paying office, appropriation date, etc.) SET FORTH IN ITEM 14, PURSUANT TO THE AUTHORITY OF FAR 43.103(b).
	C. THIS SUPPLEMENTAL AGREEMENT IS ENTERED INTO PURSUANT TO AUTHORITY OF:
	D. OTHER (Specify type of modification and authority)

E. IMPORTANT: Contractor ☒ is not, ☐ is required to sign this document and return 0 copies to the issuing office.

14. DESCRIPTION OF AMENDMENT/MODIFICATION (Organized by UCF section headings, including solicitation/contract subject matter where feasible.)

GSA Contract #: GS-10F-0146L

DUNS Number: (b)(4)

The purpose of this modification is to obligate the final increment of funding in the amount of \$127,071.00 in order to fully fund this BPA call order. The BPA call order ceiling is increased by \$127,071.00, from \$68,809.00 to \$195,880.00. All other terms and conditions remain unchanged.

LIST OF CHANGES:

Reason for Modification : Funding Only Action


Obligated Amount for this Modification: \$127,071.00

New Total Obligated Amount for this Award: \$195,880.00

Incremental Funded Amount changed: from

Continued ...

Except as provided herein, all terms and conditions of the document referenced in Item 9A or 10A, as heretofore changed, remains unchanged and in full force and effect.

15A. NAME AND TITLE OF SIGNER (Type or print)		16A. NAME AND TITLE OF CONTRACTING OFFICER (Type or print) Faye Sas	
15B. CONTRACTOR/OFFEROR (Signature of person authorized to sign)	15C. DATE SIGNED	16C. DATE SIGNED 09/03/2014	16B. ELECTRONIC SIGNATURE 

CONTINUATION SHEET	REFERENCE NO. OF DOCUMENT BEING CONTINUED	PAGE	OF
	EP-BPA-12-H-0025/EP-B14H-00054/002	2	2

NAME OF OFFEROR OR CONTRACTOR
ABT ASSOCIATES INC

ITEM NO. (A)	SUPPLIES/SERVICES (B)	QUANTITY (C)	UNIT (D)	UNIT PRICE (E)	AMOUNT (F)
	<p>\$68,809.00 to \$195,880.00</p> <p>CHANGES FOR LINE ITEM NUMBER: 1</p> <p>Obligated Amount for this modification: \$127,071.00</p> <p>Incremental Funded Amount changed from \$68,809.00 to \$195,880.00</p> <p>NEW ACCOUNTING CODE ADDED:</p> <p>Account code: 13-14-B-58F1-101A46XP3-2505-001</p> <p>Beginning Fiscal Year 13</p> <p>Ending Fiscal Year 14</p> <p>Fund (Appropriation) B</p> <p>Budget Organization 58F1</p> <p>Program (PRC) 101A46XP3</p> <p>Budget (BOC) 2505</p> <p>Job # (Site/Project)</p> <p>Cost Organization</p> <p>DCN-LineID 001</p> <p>Quantity: 0</p> <p>Amount: \$127,071.00</p> <p>Percent: 64.87186</p> <p>Subject To Funding: N</p> <p>Payment Address:</p> <p style="padding-left: 40px;">RTP Finance Center</p> <p>US Environmental Protection Agency</p> <p>RTP-Finance Center (D143-02)</p> <p>109 TW Alexander Drive</p> <p>Durham NC 27711</p> <p>Delivery Location Code: OAR/OAP/CCD</p> <p>OAR/OAP/CCD</p> <p>US Environmental Protection Agency</p> <p>1200 Pennsylvania Avenue NW</p> <p>Mail Code: 62107J</p> <p>OAP/CCD</p> <p>Washington DC 20460 USA</p> <p>Payment:</p> <p style="padding-left: 40px;">RTP Finance Center</p> <p style="padding-left: 40px;">US Environmental Protection Agency</p> <p style="padding-left: 40px;">RTP-Finance Center (D143-02)</p> <p style="padding-left: 40px;">109 TW Alexander Drive</p> <p style="padding-left: 40px;">Durham NC 27711</p> <p>FOB: Destination</p> <p>Period of Performance: 02/20/2014 to 02/20/2015</p>				

AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT		1. CONTRACT ID CODE		PAGE OF PAGES 1 2	
2. AMENDMENT/MODIFICATION NO. 003		3. EFFECTIVE DATE See Block 16C		4. REQUISITION/PURCHASE REQ. NO.	
5. PROJECT NO. (If applicable)		6. ISSUED BY HPOD		7. ADMINISTERED BY (If other than Item 6) CODE	
8. NAME AND ADDRESS OF CONTRACTOR (No., street, county, State and ZIP Code) ABT ASSOCIATES INC 55 WHEELER ST CAMBRIDGE MA 021381168		(x) 9A. AMENDMENT OF SOLICITATION NO.		9B. DATED (SEE ITEM 11)	
CODE (b)(4)		FACILITY CODE		10A. MODIFICATION OF CONTRACT/ORDER NO. EP-BPA-12-H-0025 EP-B14H-00054 10B. DATED (SEE ITEM 13) 02/20/2014	

11. THIS ITEM ONLY APPLIES TO AMENDMENTS OF SOLICITATIONS

☐ The above numbered solicitation is amended as set forth in Item 14. The hour and date specified for receipt of Offers ☐ is extended, ☐ is not extended.
Offers must acknowledge receipt of this amendment prior to the hour and date specified in the solicitation or as amended, by one of the following methods: (a) By completing Items 8 and 15, and returning _____ copies of the amendment; (b) By acknowledging receipt of this amendment on each copy of the offer submitted; or (c) By separate letter or telegram which includes a reference to the solicitation and amendment numbers. FAILURE OF YOUR ACKNOWLEDGEMENT TO BE RECEIVED AT THE PLACE DESIGNATED FOR THE RECEIPT OF OFFERS PRIOR TO THE HOUR AND DATE SPECIFIED MAY RESULT IN REJECTION OF YOUR OFFER. If by virtue of this amendment you desire to change an offer already submitted, such change may be made by telegram or letter, provided each telegram or letter makes reference to the solicitation and this amendment, and is received prior to the opening hour and date specified.

12. ACCOUNTING AND APPROPRIATION DATA (If required)

See Schedule

13. THIS ITEM ONLY APPLIES TO MODIFICATION OF CONTRACTS/ORDERS. IT MODIFIES THE CONTRACT/ORDER NO. AS DESCRIBED IN ITEM 14.

CHECK ONE	A. THIS CHANGE ORDER IS ISSUED PURSUANT TO: (Specify authority) THE CHANGES SET FORTH IN ITEM 14 ARE MADE IN THE CONTRACT ORDER NO. IN ITEM 10A.
	B. THE ABOVE NUMBERED CONTRACT/ORDER IS MODIFIED TO REFLECT THE ADMINISTRATIVE CHANGES (such as changes in paying office, appropriation date, etc.) SET FORTH IN ITEM 14, PURSUANT TO THE AUTHORITY OF FAR 43.103(b).
	C. THIS SUPPLEMENTAL AGREEMENT IS ENTERED INTO PURSUANT TO AUTHORITY OF:
X	D. OTHER (Specify type of modification and authority) Bilateral Modification; By Mutual Agreement of the Parties (Definitized Change)

E. IMPORTANT: Contractor ☐ is not, ☒ is required to sign this document and return 1 copies to the issuing office.

14. DESCRIPTION OF AMENDMENT/MODIFICATION (Organized by UCF section headings, including solicitation/contract subject matter where feasible.)

GSA Contract #: GS-10F-0146L

DUNS Number: (b)(4)

Call Order Title: Support for Climate Communications Efforts

The purpose of this bilateral modification is to:

- (1) Extend the period of performance of this call order to August 31, 2015; and
- (2) Annotate that the Contractor submits that this extension is at no additional cost to the Government and that no further consideration regarding this extension is required.

All other terms and conditions remain unchanged.

Continued ...

Except as provided herein, all terms and conditions of the document referenced in Item 9A or 10A, as heretofore changed, remains unchanged and in full force and effect.

15A. NAME AND TITLE OF SIGNER (Type or print)		16A. NAME AND TITLE OF CONTRACTING OFFICER (Type or print) Rayna Brown	
15B. CONTRACTOR/OFFEROR (Signature of person authorized to sign)	15C. DATE SIGNED	16B. DATE SIGNED 02/20/2015	16C. DATE SIGNED 02/20/2015

CONTINUATION SHEET

REFERENCE NO. OF DOCUMENT BEING CONTINUED
EP-BPA-12-H-0025/EP-B14H-00054/003PAGE OF
2 2NAME OF OFFEROR OR CONTRACTOR
ABT ASSOCIATES INC

ITEM NO. (A)	SUPPLIES/SERVICES (B)	QUANTITY (C)	UNIT (D)	UNIT PRICE (E)	AMOUNT (F)
	<p>LIST OF CHANGES:</p> <p>Reason for Modification : Supplemental Agreement for work within scope</p> <p>Period Of Performance End Date changed from 2015-02-20 to 2015-08-31</p> <p>Payment:</p> <p>RTP Finance Center US Environmental Protection Agency RTP-Finance Center Mail Drop D143-02 109 TW Alexander Drive Durham NC 27711</p> <p>Period of Performance: 02/20/2014 to 08/31/2015</p>				

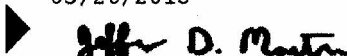
ORDER FOR SUPPLIES OR SERVICES

PAGE OF PAGES

IMPORTANT: Mark all packages and papers with contract and/or order numbers.

1

11

1. DATE OF ORDER 03/26/2015		2. CONTRACT NO. (If any) EP-BPA-12-H-0025		6. SHIP TO:							
3. ORDER NO. EP-B15H-00068		4. REQUISITION/REFERENCE NO. See Schedule		a. NAME OF CONSIGNEE OAR/OAP/CCD							
5. ISSUING OFFICE (Address correspondence to) HPOD US Environmental Protection Agency Ariel Rios Building 1200 Pennsylvania Avenue, N. W. Mail Code: 3803R Washington DC 20460				b. STREET ADDRESS US Environmental Protection Agency 1200 Pennsylvania Avenue NW Mail Code: 62107J OAP/CCD		c. CITY Washington		d. STATE DC	e. ZIP CODE 20460		
7. TO:				f. SHIP VIA							
a. NAME OF CONTRACTOR ABT ASSOCIATES INC				8. TYPE OF ORDER							
b. COMPANY NAME				<input type="checkbox"/> a. PURCHASE		<input checked="" type="checkbox"/> b. DELIVERY					
c. STREET ADDRESS 55 WHEELER ST				REFERENCE YOUR: Request for Quotation:		Except for billing instructions on the reverse, this delivery order is subject to instructions contained on this side only of this form and is issued subject to the terms and conditions of the above-numbered contract.					
d. CITY CAMBRIDGE				e. STATE MA	f. ZIP CODE 021381168						
9. ACCOUNTING AND APPROPRIATION DATA See Schedule				10. REQUISITIONING OFFICE HPOD							
11. BUSINESS CLASSIFICATION (Check appropriate box(es))										12. F.O.B. POINT Destination	
<input type="checkbox"/> a. SMALL <input checked="" type="checkbox"/> b. OTHER THAN SMALL <input type="checkbox"/> c. DISADVANTAGED <input type="checkbox"/> d. WOMEN-OWNED <input type="checkbox"/> e. HUBZone <input type="checkbox"/> f. SERVICE-DISABLED VETERAN-OWNED <input type="checkbox"/> g. WOMEN-OWNED SMALL BUSINESS (WOSB) ELIGIBLE UNDER THE WOSB PROGRAM <input type="checkbox"/> h. EDWOSB											
13. PLACE OF				14. GOVERNMENT B/L NO.		15. DELIVER TO F.O.B. POINT ON OR BEFORE (Date)		16. DISCOUNT TERMS			
a. INSPECTION Destination		b. ACCEPTANCE Destination									
17. SCHEDULE (See reverse for Rejections)											
ITEM NO. (a)	SUPPLIES OR SERVICES (b)			QUANTITY ORDERED (c)	UNIT (d)	UNIT PRICE (e)	AMOUNT (f)		QUANTITY ACCEPTED (g)		
	GSA Contract #: GS-10F-0146L DUNS Number: 043397520 BPA Call Order Title: Development Support for Climate Change Indicators Project This call order hereby incorporates the GSA Continued ...										
18. SHIPPING POINT				19. GROSS SHIPPING WEIGHT		20. INVOICE NO.		17(h) TOTAL (Cont. pages)			
21. MAIL INVOICE TO:											
a. NAME RTP Finance Center						\$83,959.00					
b. STREET ADDRESS (or P.O. Box) US Environmental Protection Agency RTP-Finance Center Mail Drop D143-02 109 TW Alexander Drive								17(i) GRAND TOTAL			
c. CITY Durham				d. STATE NC	e. ZIP CODE 27711		\$83,959.00				
22. UNITED STATES OF AMERICA BY (Signature) 						23. NAME (Typed) Jeffrey Martin TITLE: CONTRACTING/ORDERING OFFICER					

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Prescribed by GSA/FAR 48 CFR 53.213(f)

ORDER FOR SUPPLIES OR SERVICES

PAGE NO

SCHEDULE - CONTINUATION

2

IMPORTANT: Mark all packages and papers with contract and/or order numbers.

DATE OF ORDER

CONTRACT NO.

ORDER NO.

03/26/2015

EP-BPA-12-H-0025

EP-B15H-00068

ITEM NO. (a)	SUPPLIES/SERVICES (b)	QUANTITY ORDERED (c)	UNIT (d)	UNIT PRICE (e)	AMOUNT (f)	QUANTITY ACCEPTED (g)
0001	<p>contract no. GS-10F-0146L and Blanket Purchase Agreement (BPA) no. EP-BPA-12-H-0025 terms and conditions by reference.</p> <p>The vendor shall perform in accordance with the Attachment A Statement of Work (8 pages) and the accepted quotation dated February 25, 2018 in the amount of \$83,959.00.</p> <p>This is a Time-and-Materials (T&M) call order with a pre-priced total ceiling price of \$83,959.00, which the vendor is not authorized to exceed. The vendor exceeds at its own risk.</p> <p>The total obligated ceiling amount for this order is \$83,959.00. This order is hereby fully funded.</p> <p>The services of this call order are non-severable.</p> <p>The Contracting Officer's Representative (COR) is Michael Kolian and the Alternate COR is Allison Crimmins.</p> <p>Michael Kolian (202) 343-9261 kolian.michael@epa.gov</p> <p>Allison Crimmins (202) 343-9170 crimmins.allison@epa.gov</p> <p>Admin Office: HPOD US Environmental Protection Agency Ariel Rios Building 1200 Pennsylvania Avenue, N. W. Mail Code: 3803R Washington DC 20460</p> <p>Period of Performance: 03/26/2015 to 03/25/2016</p> <p>"Development Support for Climate Change Continued ...</p>				83,959.00	

TOTAL CARRIED FORWARD TO 1ST PAGE (ITEM 17(H))

\$83,959.00

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ORDER FOR SUPPLIES OR SERVICES

PAGE NO

SCHEDULE - CONTINUATION

3

IMPORTANT: Mark all packages and papers with contract and/or order numbers.

DATE OF ORDER

CONTRACT NO.

ORDER NO.

03/26/2015

EP-BPA-12-H-0025

EP-B15H-00068

ITEM NO. (a)	SUPPLIES/SERVICES (b)	QUANTITY ORDERED (c)	UNIT (d)	UNIT PRICE (e)	AMOUNT (f)	QUANTITY ACCEPTED (g)
	<p>Indicators Project"</p> <p>Requisition No: PR-OAR-14-01956, PR-OAR-15-00718</p> <p>Accounting Info: 14-15-B-58F3-101A46-2505-1458FC4869-00 1 BFY: 14 EFY: 15 Fund: B Budget Org: 58F3 Program (PRC): 101A46 Budget (BOC): 2505 DCN - Line ID: 1458FC4869-001 Funding Flag: Complete Funded: \$31,143.92</p> <p>Accounting Info: 15-16-B-58F3-101A46-2505-1558FC5609-00 1 BFY: 15 EFY: 16 Fund: B Budget Org: 58F3 Program (PRC): 101A46 Budget (BOC): 2505 DCN - Line ID: 1558FC5609-001 Funding Flag: Complete Funded: \$52,815.08</p> <p>The obligated amount of award: \$83,959.00. The total for this award is shown in box 17(i).</p>					

TOTAL CARRIED FORWARD TO 1ST PAGE (ITEM 17(H))

\$0.00

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Attachment 3: Statement of Work

Title: Development Support for Climate Change Indicators

I. BACKGROUND

To track and communicate information about trends in observed climate change in the United States, the U.S. Environmental Protection Agency's (EPA) Climate Change Division publishes a report entitled, *Climate Change Indicators in the United States*¹. EPA recently released the third edition of the report, which pulls together observed data on key measures of the environment, including U.S. and global temperature and precipitation, ocean heat and ocean acidity, sea level, length of growing season, and many others. The report features 30 indicators to help readers understand the causes and effects of climate change. Scientists, analysts, decision-makers, and others use indicators, including those related to climate, to help track trends over time in the state of the environment, key factors that influence the environment, and effects to society. The indicators in EPA's report focus primarily on the United States, but in some cases global trends are presented in order to provide context or a basis for comparison. EPA's indicators are based on peer-reviewed, publicly-available data from various government agencies, academic institutions, and other organizations.

In anticipation of future publications and the evolution of EPA's climate change indicator effort, EPA requires Contractor support for various tasks. EPA requires analytical support for enhancing EPA's existing indicators and for the development of new indicator content. This support will help fully document the preparation of material for future reports and information products.

II. INTRODUCTION

EPA's CCD works towards the mission of assessing and addressing global climate change and the associated risks to human health and the environment. CCD plays a key role in United States and international efforts to address climate change by analyzing greenhouse gas (GHG) emissions and economically-efficient reduction (mitigation) and adaptation options; communicating climate analyses and strategies to policy-makers, experts and U.S. climate negotiators; and educating the public on climate change. CCD is also responsible for implementing EPA's Greenhouse Gas Reporting Program, which requires reporting of GHG data and other relevant information from large sources and suppliers in the United States.

The Climate Science and Impacts Branch (CSIB) of CCD is responsible for a variety of analytical activities such as assessing climate change vulnerability and integrating information on climate science, impacts, and mitigation and adaptation strategies into broader analytical frameworks. One of the primary roles of CSIB is to synthesize and leverage existing information on climate science, impacts, indicators, and adaptation to soundly inform policy decisions and communicate science to the public and other audiences.

¹ United States Environmental Protection Agency, 2014. Climate change indicators in the United States, Third edition. EPA 430-R-14-004, 2014. <http://www.epa.gov/climatechange/indicators.html>

III. PURPOSE AND SCOPE OF WORK

The purpose of the tasks outlined in this Statement of Work is to provide technical support for EPA's efforts to effectively track and/or communicate the causes and effects of climate change. Products associated with these tasks are intended to augment EPA's climate change indicator effort and better inform the public, stakeholders, and other constituents with timely, relevant, and authoritative information.

Under the task order awarded with this Statement of Work, the Contractor will support EPA's efforts in the following key areas:

- Provide analytical and development support for EPA's climate change indicator content including:
 - providing spatial, temporal, correlative and statistical analyses primarily for certain existing indicators.
- New content development support including:
 - exploring and developing case-studies or 'call-out' features based on topics related to certain existing or new indicators.
 - establishing new indicators or metrics.
- Assist in the development of a framework for assessing trends and documenting statistical analyses for the indicators including:
 - evaluating various regression methods and significance testing used for the indicators.
 - characterizing uncertainty and accuracy in the data and trends both temporally or spatially (e.g., the relationship of the 95% confidence level (an expression of uncertainty) with record length).
 - considering the appropriateness of statistical information such as trend lines, trend statements, and confidence levels.

IV. TASKS AND DELIVERABLES

Task 1: Provide program-management support for task order.

Description: The Contractor shall provide project management under this task, and shall submit a Monthly Progress Report to EPA's Contracting Officer Representative (COR) and Contracting Officer (CO) in accordance with the Section V (Project Reporting). During the Period of Performance, the Contractor shall immediately inform the COR and CO by telephone and/or email of any issue(s) that may impede performance along with any corrective actions needed by the EPA or the Contractor to address the issue(s).

Under this task, the Contractor shall also attend a general or task-specific kick-off meeting, either via conference call or in-person, whichever is most cost effective to the Government, to discuss the goals, strategy, and schedule for completing the deliverables. The Contractor shall deliver a draft work plan for review by the COR. The Contractor shall discuss the format of the Monthly Progress Report, including more detailed budget tracking, and propose a progress report template to the EPA COR and CO for approval. The Contractor shall also attend a wrap-up meeting at the end of the Period of Performance.

Deliverables:

	Deliverables	Schedule
Task 1	Kick-off meeting with EPA	Within 2 weeks of award of task order or task(s)
	Draft work plan	Within one week of kick-off meeting
	Prepare Monthly Progress Report/Budget Tracking Template	Draft due within 5 business days of kick-off meeting; Final due within 5 business days of EPA COR comments
	Monthly Progress Report	By 10 th business day each month
	Attend wrap-up meeting	1 week prior to end of POP, per COR direction

Task 2: Analytical and development support for EPA's climate change indicator content.

Description: The Contractor shall provide analytical and development support to improve existing indicator content and establish new content. The Contractor shall investigate the scientific literature, consult with experts, and explore other sources of information such as other on-going indicator efforts (e.g., National Climate Assessment) to assess methods for enhancing the overall communication, utility, and supporting documentation of EPA's indicators. The development of new content and associated analyses should take into consideration that the new content may be included in future editions of the indicators report and/or posted on EPA's climate change indicators website.

Subtask 2.1: Analytical Support

The contractor shall provide analytical support for EPA's indicator content by conducting supplementary spatial, temporal, correlative, and/or statistical analyses for certain existing indicators. The Contractor shall conduct these analyses to help validate, expand, or interpret existing data series and to provide more detailed information about the relationship between indicators and other key environmental or societal (e.g., recreation) variables. All analyses, data, and methods related to revising existing indicator content would need to be fully documented and adhere to EPA's indicator criteria², as appropriate. Examples of analytical support related to this task are provided below for demonstrative purposes:

- Expanding the spatial representation of an existing indicator by developing means of including data from a wider geographic area (e.g. including separate analyses for Hawaii or Alaska; including deep sea temperatures to compliment sea surface temperatures, increasing the number of measurement sites).
- Modifying the temporal representation of an existing indicator that might allow the use of a longer or more complete record, or that combines historical data sets that use different methods such that they may be compared (e.g. ground-based measurements compared with satellite observation of the same variable or phenomenon). Alternatively, identification of shorter time frames that are relevant to specific regions may be explored (e.g. nighttime temperatures in specific crop growing regions) or seasonal changes such as trends in the timing or frequency of certain seasonal events (e.g., the amount or presence of snow on the week of Christmas).

² <http://www.epa.gov/climatechange/pdfs/CI-technical-documentation-2014.pdf>

- Identifying and exploring the relationship or correlations between indicators, or subsets of data within indicators with other data or threshold metrics (e.g. winter temperatures and growing degree days; extreme heat events and heat mortality rates).
- Disaggregating datasets to provide greater spatial resolution for certain indicators (e.g., from national to regional scales), or exploring more detailed or more specific indicator metrics that are relevant to a particular region (e.g., spatial patterns of heavy precipitation in the U.S.; number of days greater than 100°F in upper-Midwestern cities; leaf and bloom dates for species endemic to specific regions).
- Providing analyses to help interpretation of the data (e.g. use of threshold values, such as days over 100°F or consecutive unusually warm nighttime temperatures to describe risk of heat-related human health effects; trends in coastal (nuisance) flooding in areas with higher than average sea level rise).

Deliverables:

	Deliverables	Schedule
Task 2, Subtask 2.1	For each indicator or set of related metrics a draft memorandum (1-2 pages) summarizing the purpose of analytical work, the analyses performed, recommendations for improving and documenting these changes to EPA's indicators or metrics.	On a rolling basis as data is acquired and methods are documented.

Subtask 2.2: Case Studies

In addition, the Contractor shall assist EPA in exploring and potentially establishing 3-5 regional case-studies or features that highlight a relevant topic or set of topics related to EPA's climate change indicator(s). These case studies can be regionally based or derived from national-scale data similar to those relied on for the "A Closer Look" and "Community Connection" sections of the 2014 Indicators Report (e.g. see "Temperature and Drought in the Southwest" and "Ice Breakup in Two Alaskan Rivers"³).

The goal of these case studies would be to help communicate the relevance of observed change or to highlight certain indicators with context in an easy-to-understand way (e.g. by helping people make a connection to changes they have observed in their own backyard or by expanding on topics of interest to specific groups of people). Example topics for these case studies could include:

- Features highlighting observed change at a local or regional scale that has relevance to society (e.g. the impacts of ocean acidification on Pacific Northwest oyster farms, the change in the timing of when the ice on recreational lakes thaw or freeze) or by specific groups may impact recreational or leisure activities (changes in the amount of snowfall at ski areas, or duck migration patterns relevant to hunters).
- Accounts or stories that highlight the importance or impetus of a scientist's interest in making observations or monitoring certain variables or the significance and/or challenges associated with developing indicators.

³ <http://www.epa.gov/climatechange/science/indicators/snow-ice/river-ice.html>

- Features including information collected from organizations of citizen scientists (e.g. butterfly emergence; freeze dates of lakes used for ice hockey), or datasets that have been analyzed through crowdsourcing (e.g. hurricane intensity), or communities that have developed novel monitoring methods to solve local problems, or highlighting data on observed change collected at National Parks.
- Highlights of or a historical look back at technologies used to track climate change over time (e.g. an explanation of the paleoclimate record that provides long-term records; evolution of the method for measuring sea surface temperature, the Mauna Loa CO2 record).

Similar to the "A Closer Look" and "Community Connection" sections, these case studies are meant to be written in a less formal manner than an indicator with the purpose of better communicating the relevance of particular indicators and how people are or may be affected by climate change. However, these case studies shall be scientifically robust, defensible, and appropriately referenced and documented. Case studies should be 1-2 pages in length and may include pictures, graphics, and/or figures as well as quotes from vetted subject matter experts as appropriate (e.g., a feature of a specific scientist could include a quote from that scientist on how they got interested in an indicator, or a leader of a specific citizen science program could describe the importance of their efforts). These case studies are not meant to be indicators themselves, but rather as supplemental material for communication purposes. The features should cover a range of geographic areas and topics.

Deliverables:

	Deliverables	Schedule
Task 2, Subtask 2.2	Initial drafts of 3-5 case study features. Upon EPA COR approval of 'concept' drafts	Drafts of up to 5 case study features on a rolling basis.
	Second drafts of case study features and technical documentation	Three weeks after receipt of comments from COR on initial drafts
	Third drafts of case study features and technical documentation	Three weeks after receipt of comments from COR on second drafts
	Final deliverable for each new case study feature: <ul style="list-style-type: none"> • 2 page summary of case study (i.e., suggested graphic(s), figure(s). • Technical documentation for any data used or analysis conducted for the case-study. Fully documented workbook containing the data.	By end of POP

Subtask 2.3: New Indicators

The Contractor shall work with EPA to identify a short list of new indicator candidates to develop and document as potential climate change indicators. EPA has interest in developing indicator content related to observed impacts to human health and society such as extreme events or temperature-

related effects, vulnerable populations, or changes that may affect leisure activities/recreation. In addition, indicators related to effects to ecosystem processes, biodiversity or effects that may be affecting the range and distribution of species. Once EPA has approved a reasonable set of candidate indicators, the Contractor shall assist EPA in developing and documenting the indicators using EPA's existing indicators framework. This framework is largely based on the application of EPA's evaluation process including indicator screening, selection, and the analysis of data quality of potential indicators as well as methods EPA has established for maintaining indicators.

At the direction of the COR, the Contractor shall contact selected data providers and experts to address technical issues and questions related to underlying data or sources of information relating to the potentially new indicators. The Contractor shall document the frequency and timing of data availability for purpose of maintaining the indicators. Data acquired for the indicators and used to generate figures / graphs / tables shall be stored and documented including metadata in database format.

Development of indicators may require the Contractor to perform specific analyses (e.g., GIS spatial analysis, comparative analysis, downscaling or aggregating indicator data) for the production of indicators that is consistent with the overall framework. The Contractor shall develop technical supporting documentation for the new indicators. The Contractor shall assist EPA in augmenting the existing technical documentation, including the 13 technical elements addressing each indicator.⁴ This task shall require ongoing coordination with the COR and data providers as appropriate. The Contractor shall assume about 3-5 indicator candidates would be fully developed. For planning purposes, the Contractor should anticipate the likelihood of several rounds of review of both indicator text and graphics as well as technical documentation.

Deliverables:

	Deliverables	Schedule
Task 2, Subtask 2.3	Initial drafts of up to 5 new indicators and associated technical documentation as specified by the COR after approval of 'concept' drafts	Drafts of up to 5 new indicators on a rolling basis, as data becomes available and analyzed.
	Second drafts of new indicators and technical documentation	Three weeks after receipt of comments from COR on initial drafts
	Third drafts of new indicators and technical documentation	Three weeks after receipt of comments from COR on second drafts
	Fourth drafts of regional indicators and technical documentation for internal EPA review	Three weeks after receipt of comments from COR
	Final deliverable for each new indicator: <ul style="list-style-type: none"> • 2-3 page summary of new indicator (i.e., suggested graphic(s), figure(s). • Technical documentation for the indicator. 	By end of POP

⁴ EPA *Climate Change Indicators in the United States, 2012 Technical Documentation*, December 2012, p. 3:
<http://www.epa.gov/climatechange/pdfs/CI-technical-documentation-2012.pdf>

	Deliverables	Schedule
	<ul style="list-style-type: none"> Fully documented workbook of indicator data. 	

Task 3: Assist in the development of a framework for assessing and documenting trends.

Description: The Contractor shall assist EPA in evaluating, investigating, and if appropriate developing a framework for analyzing EPA's indicators and providing key information related to trends including significance testing. The Contractor shall evaluate EPA's current indicators and determine what information is currently available and where potential gaps exist in the documentation of this information as well as options for standardizing and presenting statistical and trend information. For example, determining the appropriateness of statistical information such as trend lines, trend statements, and confidence levels for the indicators. Included in this evaluation should be the documentation from the underlying source(s) of the data and consideration of the length of record and distribution of the data in the indicator derivation and analysis.

EPA's current report consists of 30 indicators which are depicted and characterized by over 80 figures and graphics showing long-term trends. Thus, there are several types of data analyses within and among the 30 indicators. The Contractor shall support EPA in coordinating with external data partners and experts to obtain information necessary to augment the indicator documentation, inquire about recommended methods for updating the statistical information of the indicator, if necessary. The indicators are uniquely constructed and based on varying types of analyses thus, there may be certain constraints to standardization. Further, based on associated underlying peer-reviewed publications or other publically available sources, some indicators may already include sufficient information and documentation related to statistical testing and trend analysis. EPA shall make available existing data workbook files to the Contractor for the existing indicators, as appropriate. Information from this task shall be used to augment the technical documentation and quality assurance management procedures for this project.

Deliverables:

	Deliverables	Schedule
Task 3	Draft memorandum of findings and recommended options for standardizing and providing key statistical information for EPA's various indicators. The memorandum shall include options for trend analysis and significance testing as appropriate. The memo should include examples of how this information may be displayed graphically or separately provided in the technical support documentation.	Draft within 5 months of award of order; Final due within 2 weeks of receipt of EPA comments on initial memorandum.

	Deliverables	Schedule
	Files or documents of supporting analyses for recommended methods and approaches for select indicators.	On a rolling basis and to complement the memorandum of findings.


V. PERIOD OF PERFORMANCE

The period of performance for this BPA call order is for one year from the date of issuance.

ORDER FOR SUPPLIES OR SERVICES

PAGE OF PAGES
1 11

IMPORTANT: Mark all packages and papers with contract and/or order numbers.

1. DATE OF ORDER 08/26/2015		2. CONTRACT NO. (If any) EP-BPA-12-H-0025		6. SHIP TO:				
3. ORDER NO. EP-B15H-00168		4. REQUISITION/REFERENCE NO. PR-OAR-15-01426		a. NAME OF CONSIGNEE OAR/OAP/CCD				
5. ISSUING OFFICE (Address correspondence to) HPOD US Environmental Protection Agency Ariel Rios Building 1200 Pennsylvania Avenue, N. W. Mail Code: 3803R Washington DC 20460				b. STREET ADDRESS US Environmental Protection Agency 1200 Pennsylvania Avenue NW Mail Code: 62107J OAP/CCD				
				c. CITY Washington		d. STATE DC	e. ZIP CODE 20460	
7. TO:				f. SHIP VIA				
a. NAME OF CONTRACTOR ABT ASSOCIATES INC				8. TYPE OF ORDER				
b. COMPANY NAME				<input type="checkbox"/> a. PURCHASE		<input checked="" type="checkbox"/> b. DELIVERY		
c. STREET ADDRESS 55 WHEELER ST				REFERENCE YOUR: Request for Quotation:		Except for billing instructions on the reverse, this delivery order is subject to instructions contained on this side only of this form and is issued subject to the terms and conditions of the above-numbered contract.		
d. CITY CAMBRIDGE				e. STATE MA	f. ZIP CODE 021381168			
9. ACCOUNTING AND APPROPRIATION DATA See Schedule				10. REQUISITIONING OFFICE HPOD				
11. BUSINESS CLASSIFICATION (Check appropriate box(es))							12. F.O.B. POINT	
<input type="checkbox"/> a. SMALL <input checked="" type="checkbox"/> b. OTHER THAN SMALL <input type="checkbox"/> c. DISADVANTAGED <input type="checkbox"/> d. WOMEN-OWNED <input type="checkbox"/> e. HUBZone <input type="checkbox"/> f. SERVICE-DISABLED VETERAN-OWNED <input type="checkbox"/> g. WOMEN-OWNED SMALL BUSINESS (WOSB) ELIGIBLE UNDER THE WOSB PROGRAM <input type="checkbox"/> h. EDWOSB							Destination	
13. PLACE OF		14. GOVERNMENT B/L NO.		15. DELIVER TO F.O.B. POINT ON OR BEFORE (Date) 08/31/2016		16. DISCOUNT TERMS		
a. INSPECTION		b. ACCEPTANCE						
17. SCHEDULE (See reverse for Rejections)								
ITEM NO. (a)	SUPPLIES OR SERVICES (b)			QUANTITY ORDERED (c)	UNIT (d)	UNIT PRICE (e)	AMOUNT (f)	QUANTITY ACCEPTED (g)
	GSA Contract #: GS-10F-0146L DUNS Number: (b)(4) BPA Call Order Title: Support for Climate Communications Efforts This call order hereby incorporates the GSA Continued ...							
18. SHIPPING POINT		19. GROSS SHIPPING WEIGHT		20. INVOICE NO.				17(h) TOTAL (Cont. pages)
21. MAIL INVOICE TO:								17(i) GRAND TOTAL
a. NAME RTP Finance Center								
b. STREET ADDRESS (or P.O. Box) US Environmental Protection Agency RTP-Finance Center Mail Drop D143-02 109 TW Alexander Drive								
c. CITY Durham								
d. STATE NC		e. ZIP CODE 27711						
22. UNITED STATES OF AMERICA BY (Signature) 				23. NAME (Typed) Faye Sas TITLE: CONTRACTING/ORDERING OFFICER				

ORDER FOR SUPPLIES OR SERVICES
SCHEDULE - CONTINUATION

PAGE NO

2

IMPORTANT: Mark all packages and papers with contract and/or order numbers.

DATE OF ORDER 08/26/2015 CONTRACT NO. EP-BPA-12-H-0025

ORDER NO. EP-B15H-00168

ITEM NO. (a)	SUPPLIES/SERVICES (b)	QUANTITY ORDERED (c)	UNIT (d)	UNIT PRICE (e)	AMOUNT (f)	QUANTITY ACCEPTED (g)
0001	<p>contract no. GS-10F-0146L and Blanket Purchase Agreement (BPA) no. EP-BPA-12-H-0025 terms and conditions by reference.</p> <p>The vendor shall perform in accordance with the Attachment A Statement of Work (8 pages) and their quotation dated July 7, 2015 in the amount of \$166,750.00, for the award of Task 1, Task 2, and Task 4. This is a Time-and-Materials (T&M) call order with a pre-priced total ceiling price of \$166,750.00. The call order is hereby incrementally funded in the amount of \$73,000.00, which the vendor is not authorized to exceed. The vendor exceeds at its own risk.</p> <p>The Contracting Officer's Representative (COR) is Isabel Deluca and the Alternate COR is Lesley Jantarasami.</p> <p>Isabel Deluca (202) 343-9247 deluca.isabel@epa.gov</p> <p>Lesley Jantarasami (202) 343-9929 jantarasami.lesley@epa.gov</p> <p>Admin Office: HPOD US Environmental Protection Agency Ariel Rios Building 1200 Pennsylvania Avenue, N. W. Mail Code: 3803R Washington DC 20460</p> <p>Period of Performance: 09/01/2015 to 08/31/2016</p> <p>Support for Communications Efforts: Task 1, Task 2 and Task 4.</p> <p>Pre-priced total ceiling price of \$166,750.00.</p> <p>The call order is hereby incrementally Continued ...</p>				73,000.00	

TOTAL CARRIED FORWARD TO 1ST PAGE (ITEM 17(H))

\$73,000.00

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ORDER FOR SUPPLIES OR SERVICES
SCHEDULE - CONTINUATION

PAGE NO

3

IMPORTANT: Mark all packages and papers with contract and/or order numbers.

DATE OF ORDER

CONTRACT NO.

ORDER NO.

08/26/2015

EP-BPA-12-H-0025

EP-B15H-00168

ITEM NO. (a)	SUPPLIES/SERVICES (b)	QUANTITY ORDERED (c)	UNIT (d)	UNIT PRICE (e)	AMOUNT (f)	QUANTITY ACCEPTED (g)
	<p>funded in the amount of \$73,000.00, which the vendor is not authorized to exceed.</p> <p>Accounting Info: 15-16-B-58F1-101A46-2505-1558FC5740-00 1 BFY: 15 EFY: 16 Fund: B Budget Org: 58F1 Program (PRC): 101A46 Budget (BOC): 2505 DCN - Line ID: 1558FC5740-001 Funding Flag: Complete Funded: \$73,000.00</p> <p>The obligated amount of award: \$73,000.00. The total for this award is shown in box 17(i).</p>					

TOTAL CARRIED FORWARD TO 1ST PAGE (ITEM 17(H))

\$0.00

Attachment A: Statement of Work

Title: Support for Climate Communications Efforts

I. INTRODUCTION

The Climate Change Division (CCD) in the U.S. EPA's Office of Air and Radiation works to assess and address global climate change and the associated risks to human health and the environment. The CCD plays a key role in the United States and international efforts to address climate change by:

- Educating the public and EPA's efforts to address it
- Implementing voluntary programs to reduce non-carbon-dioxide (CO₂) emissions
- Analyzing greenhouse gas emissions and economically efficient reduction, sequestration, and adaptation options
- Communicating climate analyses and strategies to policy-makers, experts, and U.S. climate negotiators
- Building effective international capacity to analyze and reduce GHG emissions and associated air pollution
- Managing a greenhouse gas emissions reporting program and publishing the collected data

This Statement of work (SOW) supports EPA/CCD in its efforts to educate the public about climate change and EPA activities to address it, to maintain and improve the climate change website, creating and updating fact sheets, and developing content and strategies for social media outreach.

II. BACKGROUND AND PUPOSE

EPA strives to improve the ability of the American public to participate in the protection of human health and the environment providing quality environmental education and data. EPA's Climate Change Division supports this goal by:

- Presenting accurate and engaging information on the issue of climate change and global warming in a way that is understandable and meaningful to communities, individuals, businesses, public officials, and government.
- Increasing public awareness concerning carbon pollution, greenhouse gas emissions, the science and impacts associated with global warming, and mitigation and adaptation efforts and options
- Supporting EPA's climate change education, outreach, and communication efforts

III. STATEMENT OF WORK TASK

Task 1 – Project Management

Under this Task, the Contractor shall attend a kick-off meeting, via either conference call or in person (whichever is most cost-effective to the Government), to discuss the goals and strategy for completing the deliverables. This kick-off meeting will serve as an informational session to answer

questions and solicit feedback from the Contractors on work plan, scope of deliverables, and due dates; and to provide the necessary background documents and information. The Contractor, under this Task, shall also attend a wrap-up meeting at the end of the period of performance to discuss work completed under the Tasks in the Statement of Work, and to deliver relevant files (high resolution source files for images, etc.) necessary for future updates to the deliverables (web pages, fact sheets, etc.)

The Contractor shall provide project management under this task, and shall submit a monthly status report to EPA's Contracting Officer's Representative (COR) and Contracting Officer (CO), in accordance with the Project Reporting section below. In addition, the Contractor shall develop a budget tracking template to provide the COR spending updates more frequently (weekly or biweekly), as requested by the COR. The Contractor shall participate in weekly or bi-weekly calls to discuss the status of deliverables, any materials or responses needed from the COR, and next steps.

The Contractor shall ensure that the final products under each task meet the requirements set out in this document.

Deliverables and schedule under Task 1: Project management

Task 1 Deliverables	Due Date
Kick-off meeting; revised staffing and budget plan, as needed	Within 2 weeks of award of task order or task(s)
Budget tracking template	Within 5 business days of kick-off meeting
Monthly progress report	By 10 th business day each month
Status update calls	Weekly, bi-weekly, or as requested by COR (will depend on status of deliverables)
Wrap-up meeting	2 weeks prior to the end of POP, per COR direction

Task 2: Maintenance and updates of the climate change website (www.epa.gov/climatechange)

The Climate Change Division is responsible for maintaining the climate change website for the Agency. Under this task, the Contractor shall ensure that EPA is updating the site to reflect timely information on EPA's climate activities and other climate topics. This includes updating and adding pages or topics to the site as necessary, and updating and maintaining the climate change news page. The Contractor shall be familiar with the site, and have adequate expertise with climate change science and policy to be able to draft language for the site on these topics.

The Contractor shall have direct experience working with both html sites and sites that utilize the EPA Drupal template, and shall keep up-to-date on EPA web policies and standards to ensure that web revisions adhere to the requirements set by the EPA web council.

The Contractor shall accomplish the following subtasks:

- **Maintain a test server and implement routine updates** – The Contractor shall set up a copy of the EPA website on a password protected internal server that will serve as a staging area for updates to be reviewed by EPA staff. The Contractor shall make routine updates to the site on an as needed basis, and troubleshoot any technical issues that arise. The Contractor can anticipate at least five (5) minor updates per month. Updates could include adding items to the news pages within the site, developing and updating banners, and updating links, images, and text within existing pages. The Contractor shall be prepared to respond to quick turnaround requests from the COR that would require updates to go live within 2 hours. To the extent possible, the COR will advise the Contractor in advance during times when quick turn changes are anticipated. The Contractor can also anticipate more comprehensive updates or additions, equivalent to building 10-20 new web pages (not including content development). This may involve creating new pages and/or reorganizing content within an existing topic area, and updating navigation and landing pages to reflect new or reorganized content. For new pages, EPA will provide the Contractor with the text and images (EPA will draft, or the Contractor will draft under Task 4).
- **Analytics** – Site statistics are collected are collected via Google Analytics (GA). The Contractor shall review the site statistics and prepare 3 overview reports detailing key site statistics for the site as a whole. The Contractor can expect to provide 2-3 special reports for specific sections of the site, as requested by the COR; to prepare up to 5 automated statistics reports for CCD web content; and 1 review and update of GA dashboards for the site.

Deliverables and schedule under Task 2

Task 2 Deliverables	Due Date
Set up test server and routine updates	Test server in place within 1 weeks of award of TO Simple web updates within 2 days; quick-turn requests within 2 hours; larger web updates within 2 weeks of receiving technical direction
Developing Content for the web	For single pages: first draft of new content, within 2 weeks of technical direction. For > 3 pages: first draft of new content within 1 month (or on a rolling basis as determined in the TD)
Analytics	One over-arching analytics report within 2 weeks of the start of the TO; another (with year-end statistics) at by Jan. 15, 2015; the

	<p>final report 2 weeks prior to the end of the POP.</p> <p>Additional analytics deliverables within 2 weeks of request by COR.</p>
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Task 3: Drupal Transition

In addition to maintaining and updating the current html version of the climate change site (Task 2), the Contractor shall develop and implement a transition plan for moving the climate change web site into EPA's Drupal content management system by September 30, 2016. The content included in this transfer includes all content in the epa.gov/climatechange web domain, except the Students' Guide to Climate Change and the GHG Inventory Data Explorer.

Subtasks will include:

- Developing calendar for Drupal conversion; reminding all parties of deadlines and due dates to keep project on schedule; updating and re-distributing calendar as needed
- Proposing changes to the current site's navigation to fit into the structure allowed within the Drupal template, and developing wireframes of example pages to show how navigation would work
- Mocking up 5-10 versions of example header and internal pages in Drupal to determine a design template for the rest of the site
- Building site in Drupal –transferring existing web content to Drupal (approximately 230 web pages and 800 pdfs) according to agreed-upon site structure & design, and following the calendar
- Communicating with EPA's Office of Environmental Information, as needed, to solve any problems with site functionality
- Routine updates and maintenance to the site in Drupal once live (and html site is offline) More information about EPA's web guide can be found here:
<http://www2.epa.gov/webguide>

Deliverables and schedule under Task 3

Task 3 Deliverables	Due Date
Calendar outlining project tasks and timing	2 weeks after launch of TO
Draft memo outlining proposed navigation scheme (or options) for the site in Drupal & wireframes to illustrate the approach(s)	1 month after launch of TO (or as directed by COR)
Mock-ups of example header and internal pages to use as templates	2 weeks after navigation approach finalized; or on a rolling basis as directed by COR
Site build/transfer	According to calendar

Routine updates to final site in Drupal	Simple web updates within 2 days; quick-turn requests within 2 hours; larger web updates within 2 weeks of receiving technical direction
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Task 4: Developing content, messaging and visuals for the web, handouts, and social media

The contractor shall provide EPA with communications support by developing fact sheets, web pages, graphics, social media posts, and similar content on climate change issues (including, for example, fact sheets on climate change impacts on human health, ecosystems, and society, and what individuals can do; and updated web pages on climate change basics and frequently asked questions. Social media content may include developing graphics for micro-infographics, along with short messages related to climate change science, impacts, greenhouse gas data, and what individuals can do to reduce their carbon footprint.

For budgeting purposes, the Contractor shall plan on developing:

- Up to 10 revised or new web pages on climate science, climate basics, or what you can do about climate change
- Up to 8 new or updated fact sheets (in pdf format) over the course of the contract
- 10-15 social media messages per month (including images or micro-infographics, where applicable) for Facebook, Twitter, and/or Instagram;

Deliverables and schedule under Task 4

Task 4 Deliverables	Due Date
Social media messages	Monthly, first month's content due 2-3 weeks after kickoff, with goal of creating content 1-2 months in advance.
Fact sheets	Per technical directive
Visual content (images & micro-infographics)	Developed as needed to support social media messages, or as directed by COR
Other social media content	Individual messaging products due within 2 weeks of technical directive

Task 5: Maintaining and updating the Students' Guide to Global Climate Change website

EPA's A Student's Guide to Global Climate Change Website (www.epa.gov/climatechange/students), supports EPA's goal of improving environmental education:

- By presenting accurate information on the issue of climate change and global warming in a way that is accessible and meaningful to students and educators.
- By increasing public awareness concerning greenhouse gas emissions, the science and potential impacts associated with climate change, and mitigation and adaptation actions and options; and,
- By supporting EPA's climate change outreach and communication efforts.

This Task will support limited maintenance and minor updates to the Student's Climate Change Website. The work will specifically include: website content management, content updates, and targeted website promotion and messaging. This Task will target updates to areas where site content is outdated or difficult to access, rather than wide-scale enhancements and additions to the site. Below are the key areas of work under this task:

- **Site Maintenance and Support**

The Contractor shall maintain a test server for viewing updates to the Student site before publication. The Contractor shall undertake all activities required for web maintenance and updates for the student climate change website including key activities such as:

- Periodically reviewing the site to check for broken links
- Reviewing the site to identify outdated references, and updating as necessary
- Where outdated content is identified, assisting with the development of updated site content, and linking between the Students site and the main site (epa.gov/climatechange). For budgeting purposes, the Contractor can expect to update approximately 10 web pages.
- Transferring the site's 8 interactive "expeditions," from Flash to video. This may include script updates, re-recording the voice-over, transferring the video to YouTube, and moving the quizzes to a query format at the end of the video.
- Updating or adding content to the "Did You Know" section of the site

- **Site analytics**

The Contractor shall review the site statistics and prepare up to 3 overview reports detailing key site statistics for the site as a whole—one at the start of the contract and one at the end of the calendar year, and one at the end of the contract.

- **Outreach and social media**

The Contractor shall provide and implement recommendations on how to promote the Students' site to potential partners, such as other government climate change sites and educational organizations. The Contractor shall also develop social media messages promoting the Student site (3 per month), for distribution via EPA's main social media channels, and to share with partner organizations.

Deliverables and schedule under Task 5:

Task 5 Deliverables	Due Date
Site review for broken links and outdated content; proposed plan for updates	Within 3 weeks of kickoff
Site updates and maintenance	As indicated in final plan for updates; small updates should be completed within 2 days of technical directive; larger updates should be completed within 1-2 months of technical directive
Analytics	First report within 2 weeks of kick off, second by January 15, 2015, and third report due 2 weeks prior to end of POP
Outreach and social media	Report with recommendations on improving social media due within 1 month after kick-off Social media content due monthly, with goal of creating content 1-2 months in advance.

Task 6: Developing materials to visualize greenhouse gas emissions

The Contractor shall work with EPA to develop educational materials specifically related to EPA data on U.S. greenhouse gas emissions (e.g., as found in the *Inventory of U.S. Greenhouse Gas Emissions and Sinks*). These will include the development of 3-5 visually compelling images and 1 short video (up to 3 minutes), animation, or interactive module for use on the EPA website or social media. These products should convey greenhouse gas emissions data in a concrete and accessible way for concerned citizens and policymakers. The work will entail working with EPA to determine what GHG statistics are most compelling for EPA audiences; developing messaging and a story board about why GHG emissions are important and what EPA is doing to address them; assisting with revisions to the storyboard based on EPA management review, and completing the visual stills and video product according to the final plan or script. The work will also entail developing volumetric graphical representations of greenhouse gas quantities, drawing on science related to greenhouse gases.

Deliverables and schedule under Task 6:

Task 6 Deliverables	Due Date
First draft of concept proposal and development plan	One month after kick-off
Revised proposal based on EPA feedback	2 weeks after comments, this may require several iterations

Visual stills	Per development plan
Draft video/animation product	NLT 3 months prior to end of POP
Final video/animation product	By end of POP

IV. PLACE OF PERFORMANCE

The work described in this Call order shall be conducted at the successful offeror's facility.

V. PERIOD OF PERFORMANCE

The period of performance for this Call order is for one year following date of award.

AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT		1. CONTRACT ID CODE		PAGE OF PAGES 1 3	
2. AMENDMENT/MODIFICATION NO. 001		3. EFFECTIVE DATE 09/04/2015		4. REQUISITION/PURCHASE REQ. NO. PR-OAR-15-00043	
5. PROJECT NO. (If applicable)		6. ISSUED BY HPOD		7. ADMINISTERED BY (If other than Item 6) CODE	
HPOD US Environmental Protection Agency Ariel Rios Building 1200 Pennsylvania Avenue, N. W. Mail Code: 3803R Washington DC 20460		8. NAME AND ADDRESS OF CONTRACTOR (No., street, county, State and ZIP Code) ABT ASSOCIATES INC 55 WHEELER ST CAMBRIDGE MA 021381168		9A. AMENDMENT OF SOLICITATION NO. 9B. DATED (SEE ITEM 11) 10A. MODIFICATION OF CONTRACT/ORDER NO. EP-BPA-12-H-0025 EP-B15H-00168 10B. DATED (SEE ITEM 13) 08/26/2015	
CODE (b)(4)		FACILITY CODE		11. THIS ITEM ONLY APPLIES TO AMENDMENTS OF SOLICITATIONS	

☐ The above numbered solicitation is amended as set forth in Item 14. The hour and date specified for receipt of Offers ☐ is extended, ☐ is not extended.
Offers must acknowledge receipt of this amendment prior to the hour and date specified in the solicitation or as amended, by one of the following methods: (a) By completing Items 8 and 15, and returning _____ copies of the amendment; (b) By acknowledging receipt of this amendment on each copy of the offer submitted; or (c) By separate letter or telegram which includes a reference to the solicitation and amendment numbers. FAILURE OF YOUR ACKNOWLEDGEMENT TO BE RECEIVED AT THE PLACE DESIGNATED FOR THE RECEIPT OF OFFERS PRIOR TO THE HOUR AND DATE SPECIFIED MAY RESULT IN REJECTION OF YOUR OFFER. If by virtue of this amendment you desire to change an offer already submitted, such change may be made by telegram or letter, provided each telegram or letter makes reference to the solicitation and this amendment, and is received prior to the opening hour and date specified.

12. ACCOUNTING AND APPROPRIATION DATA (If required) Net Increase: \$4,632.00
See Schedule

13. THIS ITEM ONLY APPLIES TO MODIFICATION OF CONTRACTS/ORDERS. IT MODIFIES THE CONTRACT/ORDER NO. AS DESCRIBED IN ITEM 14.

CHECK ONE	A. THIS CHANGE ORDER IS ISSUED PURSUANT TO: (Specify authority) THE CHANGES SET FORTH IN ITEM 14 ARE MADE IN THE CONTRACT ORDER NO. IN ITEM 10A.
X	B. THE ABOVE NUMBERED CONTRACT/ORDER IS MODIFIED TO REFLECT THE ADMINISTRATIVE CHANGES (such as changes in paying office, appropriation date, etc.) SET FORTH IN ITEM 14, PURSUANT TO THE AUTHORITY OF FAR 43.103(b).
	C. THIS SUPPLEMENTAL AGREEMENT IS ENTERED INTO PURSUANT TO AUTHORITY OF:
	D. OTHER (Specify type of modification and authority)

E. IMPORTANT: Contractor ☒ is not, ☐ is required to sign this document and return _____ copies to the issuing office.

14. DESCRIPTION OF AMENDMENT/MODIFICATION (Organized by UCF section headings, including solicitation/contract subject matter where feasible.)

GSA Contract #: GS-10F-0146L

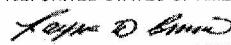
DUNS Number: (b)(4)

BPA Call Order Title: Support for Climate Communications Efforts

The purpose of this modification is as follows:

- (1) To obligate \$4,632.00;
- (2) To modify the total obligation/funding amount; and
- (3) To correct the total ceiling price in EAS for Line Item 0001 for this order based on the accepted pre-priced quotation dated July 7, 2015 in the amount of \$166,750.00 for the award of Task 1, Task 2, and Task 4 per the base order. This correction does not alter the Continued ...

Except as provided herein, all terms and conditions of the document referenced in Item 9A or 10A, as heretofore changed, remains unchanged and in full force and effect.

15A. NAME AND TITLE OF SIGNER (Type or print)		16A. NAME AND TITLE OF CONTRACTING OFFICER (Type or print) Rayna Brown	
15B. CONTRACTOR/OFFEROR (Signature of person authorized to sign)	15C. DATE SIGNED	16B. UNITED STATES OF AMERICA  (Signature of Contracting Officer)	16C. DATE SIGNED 09/04/2015 ELECTRONIC SIGNATURE

CONTINUATION SHEET

REFERENCE NO. OF DOCUMENT BEING CONTINUED
EP-BPA-12-H-0025/EP-B15H-00168/001PAGE OF
2 3NAME OF OFFEROR OR CONTRACTOR
ABT ASSOCIATES INC

ITEM NO. (A)	SUPPLIES/SERVICES (B)	QUANTITY (C)	UNIT (D)	UNIT PRICE (E)	AMOUNT (F)
	<p>base order and is not deemed a ceiling price increase.</p> <p>This Time-and-Materials (T&M) call order is hereby incrementally funded in the amount of \$77,632.00, which the vendor is not authorized to exceed. The vendor exceeds at its own risk.</p> <p>This task order is for severable services.</p> <p>All other terms and conditions remains unchanged and in full force and effect.</p> <p>The Contracting Officer's Representative (COR) is Isabel Deluca and the Alternate COR is Lesley Jantarasami.</p> <p>Isabel Deluca (202) 343-9247 deluca.isabel@epa.gov</p> <p>Lesley Jantarasami (202) 343-9929 jantarasami.lesley@epa.gov</p> <p>LIST OF CHANGES: Reason for Modification : Funding Only Action</p> <p>Total Amount for this Modification: \$93,750.00 New Total Amount for this Version: \$166,750.00 New Total Amount for this Award: \$166,750.00 Obligated Amount for this Modification: \$4,632.00 New Total Obligated Amount for this Award: \$77,632.00</p> <p>CHANGES FOR LINE ITEM NUMBER: 1 Total Amount changed from \$73,000.00 to \$166,750.00 Obligated Amount for this modification: \$4,632.00</p> <p>CHANGES FOR DELIVERY LOCATION: OAR/OAP/CCD Amount changed from \$73,000.00 to \$166,750.00</p> <p>NEW ACCOUNTING CODE ADDED: Account code: 14-15-B-58F6-101A46XP3-2505-1558FC5512-001 Beginning Fiscal Year 14 Ending Fiscal Year 15 Fund (Appropriation) B Budget Organization 58F6 Program (PRC) 101A46XP3 Continued ...</p>				

NAME OF OFFEROR OR CONTRACTOR
ABT ASSOCIATES INC

ITEM NO. (A)	SUPPLIES/SERVICES (B)	QUANTITY (C)	UNIT (D)	UNIT PRICE (E)	AMOUNT (F)
	Budget (BOC) 2505 Job # (Site/Project) Cost Organization DCN-LineID 1558FC5512-001 Quantity: 0 Amount: \$4,632.00 Percent: 0 Subject To Funding: N Payment Address: RTP Finance Center US Environmental Protection Agency RTP-Finance Center (AA216-01) 109 TW Alexander Drive www2.epa.gov/financial/contracts Durham NC 27711 Payment: RTP Finance Center US Environmental Protection Agency RTP-Finance Center (AA216-01) 109 TW Alexander Drive www2.epa.gov/financial/contracts Durham NC 27711 FOB: Destination Period of Performance: 09/01/2015 to 08/31/2016				

AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT			1. CONTRACT ID CODE		PAGE OF PAGES 1 2		
2. AMENDMENT/MODIFICATION NO. 002		3. EFFECTIVE DATE See Block 16C		4. REQUISITION/PURCHASE REQ. NO. PR-OAR-16-00479		5. PROJECT NO. (If applicable)	
6. ISSUED BY HPOD US Environmental Protection Agency Ariel Rios Building 1200 Pennsylvania Avenue, N. W. Mail Code: 3803R Washington DC 20460		7. ADMINISTERED BY (If other than Item 6) CODE					
8. NAME AND ADDRESS OF CONTRACTOR (No., street, county, State and ZIP Code) ABT ASSOCIATES INC 55 WHEELER ST CAMBRIDGE MA 021381168		(x)		9A. AMENDMENT OF SOLICITATION NO.			
				9B. DATED (SEE ITEM 11)			
		x		10A. MODIFICATION OF CONTRACT/ORDER NO. EP-BPA-12-H-0025 EP-B15H-00168			
				10B. DATED (SEE ITEM 13) 08/26/2015			
CODE (b)(4)		FACILITY CODE					

11. THIS ITEM ONLY APPLIES TO AMENDMENTS OF SOLICITATIONS

☐ The above numbered solicitation is amended as set forth in Item 14. The hour and date specified for receipt of Offers ☐ is extended. ☐ is not extended.
Offers must acknowledge receipt of this amendment prior to the hour and date specified in the solicitation or as amended, by one of the following methods: (a) By completing Items 8 and 15, and returning _____ copies of the amendment; (b) By acknowledging receipt of this amendment on each copy of the offer submitted; or (c) By separate letter or telegram which includes a reference to the solicitation and amendment numbers. FAILURE OF YOUR ACKNOWLEDGEMENT TO BE RECEIVED AT THE PLACE DESIGNATED FOR THE RECEIPT OF OFFERS PRIOR TO THE HOUR AND DATE SPECIFIED MAY RESULT IN REJECTION OF YOUR OFFER. If by virtue of this amendment you desire to change an offer already submitted, such change may be made by telegram or letter, provided each telegram or letter makes reference to the solicitation and this amendment, and is received prior to the opening hour and date specified.

12. ACCOUNTING AND APPROPRIATION DATA (If required)
See Schedule Net Increase: \$89,118.00

13. THIS ITEM ONLY APPLIES TO MODIFICATION OF CONTRACTS/ORDERS. IT MODIFIES THE CONTRACT/ORDER NO. AS DESCRIBED IN ITEM 14.

CHECK ONE	A. THIS CHANGE ORDER IS ISSUED PURSUANT TO: (Specify authority) THE CHANGES SET FORTH IN ITEM 14 ARE MADE IN THE CONTRACT ORDER NO. IN ITEM 10A.
	B. THE ABOVE NUMBERED CONTRACT/ORDER IS MODIFIED TO REFLECT THE ADMINISTRATIVE CHANGES (such as changes in paying office, appropriation date, etc.) SET FORTH IN ITEM 14, PURSUANT TO THE AUTHORITY OF FAR 43.103(b).
	C. THIS SUPPLEMENTAL AGREEMENT IS ENTERED INTO PURSUANT TO AUTHORITY OF:
X	D. OTHER (Specify type of modification and authority) FAR 52.232-22 Limitation of Funds (Apr 1984)

E. IMPORTANT: Contractor ☒ is not. ☐ is required to sign this document and return _____ copies to the issuing office.

14. DESCRIPTION OF AMENDMENT/MODIFICATION (Organized by UCF section headings, including solicitation/contract subject matter where feasible.)

GSA Contract #: GS-10F-0146L

DUNS Number: (b)(4)

BPA Call Order Title: Support for Climate Communications Efforts

The purpose of this modification is to obligate the last increment of funding in the amount of \$89,118.00 thereby fully funding this call order at a total dollar threshold of \$166,750.00. Total obligations have increased by \$89,118.00, from \$77,632.00 to \$166,750.00 and contractor incurred expenses shall not exceed the call order ceiling at \$166,750.00. The contractor exceeds at its own risk.

All other terms and conditions remain unchanged and in full force and effect.

Continued ...

Except as provided herein, all terms and conditions of the document referenced in Item 9 A or 10A, as heretofore changed, remains unchanged and in full force and effect.

15A. NAME AND TITLE OF SIGNER (Type or print)		16A. NAME AND TITLE OF CONTRACTING OFFICER (Type or print) Faye Sas	
15B. CONTRACTOR/OFFEROR (Signature of person authorized to sign)	15C. DATE SIGNED	16B. UNITED STATES OF AMERICA ELECTRONIC SIGNATURE (Signature of Contracting Officer)	16C. DATE SIGNED 03/09/2016

CONTINUATION SHEET

REFERENCE NO. OF DOCUMENT BEING CONTINUED
EP-BPA-12-H-0025/EP-B15H-00168/002PAGE OF
2 2NAME OF OFFEROR OR CONTRACTOR
ABT ASSOCIATES INC

ITEM NO. (A)	SUPPLIES/SERVICES (B)	QUANTITY (C)	UNIT (D)	UNIT PRICE (E)	AMOUNT (F)
	Contracting Officer's Representative (COR): Isabel Deluca (202) 343-9247 deluca.isabel@epa.gov Alternate COR: Lesley Jantarasami (202) 343-9929 jantarasami.lesley@epa.gov Delivery: 08/31/2016 Delivery Location Code: OAR/OAP/CCD OAR/OAP/CCD US Environmental Protection Agency 1200 Pennsylvania Avenue NW Mail Code: 62107J OAP/CCD Washington DC 20460 USA Payment: RTP Finance Center US Environmental Protection Agency RTP-Finance Center (AA216-01) 109 TW Alexander Drive www2.epa.gov/financial/contracts Durham NC 27711 FOB: Destination Period of Performance: 09/01/2015 to 08/31/2016				

AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT		1. CONTRACT ID CODE		PAGE OF PAGES 1 3	
2. AMENDMENT/MODIFICATION NO. 003		3. EFFECTIVE DATE See Block 16C		4. REQUISITION/PURCHASE REQ. NO. PR-OAR-16-01257	
5. PROJECT NO. (If applicable)		6. ISSUED BY HPOD		7. ADMINISTERED BY (If other than Item 6) CODE	
HPOD US Environmental Protection Agency Ariel Rios Building 1200 Pennsylvania Avenue, N. W. Mail Code: 3803R Washington DC 20460		8. NAME AND ADDRESS OF CONTRACTOR (No., street, county, State and ZIP Code) ABT ASSOCIATES INC 55 WHEELER ST CAMBRIDGE MA 021381168		9A. AMENDMENT OF SOLICITATION NO. 9B. DATED (SEE ITEM 11) X 10A. MODIFICATION OF CONTRACT/ORDER NO. EP-BPA-12-H-0025 EP-B15H-00168 10B. DATED (SEE ITEM 13) 08/26/2015	
CODE (b)(4)		FACILITY CODE			

11. THIS ITEM ONLY APPLIES TO AMENDMENTS OF SOLICITATIONS

☐ The above numbered solicitation is amended as set forth in Item 14. The hour and date specified for receipt of Offers ☐ is extended. ☐ is not extended.
Offers must acknowledge receipt of this amendment prior to the hour and date specified in the solicitation or as amended, by one of the following methods: (a) By completing Items 8 and 15, and returning _____ copies of the amendment; (b) By acknowledging receipt of this amendment on each copy of the offer submitted; or (c) By separate letter or telegram which includes a reference to the solicitation and amendment numbers. FAILURE OF YOUR ACKNOWLEDGEMENT TO BE RECEIVED AT THE PLACE DESIGNATED FOR THE RECEIPT OF OFFERS PRIOR TO THE HOUR AND DATE SPECIFIED MAY RESULT IN REJECTION OF YOUR OFFER. If by virtue of this amendment you desire to change an offer already submitted, such change may be made by telegram or letter, provided each telegram or letter makes reference to the solicitation and this amendment, and is received prior to the opening hour and date specified.

12. ACCOUNTING AND APPROPRIATION DATA (If required)
See Schedule

13. THIS ITEM ONLY APPLIES TO MODIFICATION OF CONTRACTS/ORDERS. IT MODIFIES THE CONTRACT/ORDER NO. AS DESCRIBED IN ITEM 14.

CHECK ONE	A. THIS CHANGE ORDER IS ISSUED PURSUANT TO: (Specify authority) THE CHANGES SET FORTH IN ITEM 14 ARE MADE IN THE CONTRACT ORDER NO. IN ITEM 10A.
	B. THE ABOVE NUMBERED CONTRACT/ORDER IS MODIFIED TO REFLECT THE ADMINISTRATIVE CHANGES (such as changes in paying office, appropriation date, etc.) SET FORTH IN ITEM 14, PURSUANT TO THE AUTHORITY OF FAR 43.103(b).
X	C. THIS SUPPLEMENTAL AGREEMENT IS ENTERED INTO PURSUANT TO AUTHORITY OF: IAW FAR 43.103(a) - Bi-lateral Modification
	D. OTHER (Specify type of modification and authority)

E. IMPORTANT: Contractor ☐ is not. ☒ is required to sign this document and return _____ copies to the issuing office.

14. DESCRIPTION OF AMENDMENT/MODIFICATION (Organized by UCF section headings, including solicitation/contract subject matter where feasible.)

GSA Contract #: GS-10F-0146L

DUNS Number: (b)(4)

BPA Call Order Title: Support for Climate Communications Efforts

The purpose of this no-cost modification is to accomplish the following:

- 1) To extend the period of performance to May 31, 2016; the period of performance is hereby changed from 09/01/2015 through 08/31/2016 to 09/01/2015 through 05/31/2017.
- 2) All other terms and conditions remain unchanged and in full force and effect.

Contracting Officer's Representative (COR):

Continued ...

Except as provided herein, all terms and conditions of the document referenced in Item 9 A or 10A, as heretofore changed, remains unchanged and in full force and effect.

15A. NAME AND TITLE OF SIGNER (Type or print)		16A. NAME AND TITLE OF CONTRACTING OFFICER (Type or print) Tiffany Wilson	
15B. CONTRACTOR/OFFEROR (Signature of person authorized to sign)	15C. DATE SIGNED	16B. UNITED STATES OF AMERICA ELECTRONIC SIGNATURE (Signature of Contracting Officer)	16C. DATE SIGNED 08/29/2016

CONTINUATION SHEET	REFERENCE NO. OF DOCUMENT BEING CONTINUED	PAGE	OF
	EP-BPA-12-H-0025/EP-B15H-00168/003	2	3

NAME OF OFFEROR OR CONTRACTOR
ABT ASSOCIATES INC

ITEM NO. (A)	SUPPLIES/SERVICES (B)	QUANTITY (C)	UNIT (D)	UNIT PRICE (E)	AMOUNT (F)
	<p>Isabel Deluca (202) 343-9247 deluca.isabel@epa.gov</p> <p>Alternate COR: Lesley Jantarasami (202) 343-9929 jantarasami.lesley@epa.gov</p> <p>LIST OF CHANGES: Reason for Modification : Supplemental Agreement for work within scope Period Of Performance End Date changed from 31-AUG-16 to 31-MAY-17 Buyer changed from Rayna Brown to Tiffaney Wilson</p> <p>Contracting Officer changed from Faye Sas to Tiffaney Wilson</p> <p>CHANGES FOR LINE ITEM NUMBER: 1</p> <p>NEW ACCOUNTING CODE ADDED: Account code: 16-17-B-58F1-101A46-2505 Beginning FiscalYear 16 Ending Fiscal Year 17 Fund (Appropriation) B Budget Organization 58F1 Program (PRC) 101A46 Budget (BOC) 2505 Job # (Site/Project) Cost Organization DCN-LineID Quantity: 0 Amount: \$0.00 Percent: 0 Subject To Funding: N Payment Address: RTP Finance Center US Environmental Protection Agency RTP-Finance Center (AA216-01) 109 TW Alexander Drive www2.epa.gov/financial/contracts Durham NC 27711</p> <p>Continued ...</p>				

CONTINUATION SHEET

REFERENCE NO. OF DOCUMENT BEING CONTINUED
EP-BPA-12-H-0025/EP-B15H-00168/003

PAGE 3 OF 3

NAME OF OFFEROR OR CONTRACTOR
ABT ASSOCIATES INC

ITEM NO. (A)	SUPPLIES/SERVICES (B)	QUANTITY (C)	UNIT (D)	UNIT PRICE (E)	AMOUNT (F)
	Delivery: 08/31/2016 Delivery Location Code: OAR/OAP/CCD OAR/OAP/CCD US Environmental Protection Agency 1200 Pennsylvania Avenue NW Mail Code: 62107J OAP/CCD Washington DC 20460 USA Payment: RTP Finance Center US Environmental Protection Agency RTP-Finance Center (AA216-01) 109 TW Alexander Drive www2.epa.gov/financial/contracts Durham NC 27711 FOB: Destination Period of Performance: 09/01/2015 to 05/31/2017				

ORDER FOR SUPPLIES OR SERVICES

PAGE OF PAGES

1

21

IMPORTANT: Mark all packages and papers with contract and/or order numbers.

1. DATE OF ORDER 08/09/2016		2. CONTRACT NO. (If any) EP-BPA-12-H-0025		6. SHIP TO	
3. ORDER NO. EP-B16H-00170		4. REQUISITION/REFERENCE NO. PR-OAR-16-00498		a. NAME OF CONSIGNEE OAR/OAP/CCD	
5. ISSUING OFFICE (Address correspondence to) HPOD US Environmental Protection Agency Ariel Rios Building 1200 Pennsylvania Avenue, N. W. Mail Code: 3803R Washington DC 20460				b. STREET ADDRESS US Environmental Protection Agency 1200 Pennsylvania Avenue NW Mail Code: 62107J OAP/CCD	
				c. CITY Washington	e. ZIP CODE 20460
7. TO:				f. SHIP VIA	
a. NAME OF CONTRACTOR ABT ASSOCIATES INC				8. TYPE OF ORDER	
b. COMPANY NAME				<input type="checkbox"/> a. PURCHASE <input checked="" type="checkbox"/> b. DELIVERY	
c. STREET ADDRESS 55 WHEELER ST				REFERENCE YOUR: Request for Quotation:	
d. CITY CAMBRIDGE				Please furnish the following on the terms and conditions specified on both sides of this order and on the attached sheet, if any, including delivery as indicated.	
e. STATE MA				f. ZIP CODE 021381168	
9. ACCOUNTING AND APPROPRIATION DATA See Schedule				10. REQUISITIONING OFFICE HPOD	
11. BUSINESS CLASSIFICATION (Check appropriate box(es)) <input type="checkbox"/> a. SMALL <input checked="" type="checkbox"/> b. OTHER THAN SMALL <input type="checkbox"/> c. DISADVANTAGED <input type="checkbox"/> d. WOMEN-OWNED <input type="checkbox"/> e. HUBZone <input type="checkbox"/> f. SERVICE-DISABLED VETERAN-OWNED <input type="checkbox"/> g. WOMEN-OWNED SMALL BUSINESS (WOSB) ELIGIBLE UNDER THE WOSB PROGRAM <input type="checkbox"/> h. EDWOSB				12. F.O.B. POINT Destination	
13. PLACE OF		14. GOVERNMENT BAL NO.		15. DELIVER TO F.O.B. POINT ON OR BEFORE (Date) 08/09/2016	
a. INSPECTION	b. ACCEPTANCE			16. DISCOUNT TERMS	

17. SCHEDULE (See reverse for Rejections)

ITEM NO. (a)	SUPPLIES OR SERVICES (b)	QUANTITY ORDERED (c)	UNIT (d)	UNIT PRICE (e)	AMOUNT (f)	QUANTITY ACCEPTED (g)
	GSA Contract #: GS-10F-Q146L DUNS Number: (b)(4) BPA Call Order Title: "Peer Review of Climate Change Related Products" This call order hereby incorporates the GSA Continued ...					

SEE BILLING INSTRUCTIONS ON REVERSE	18. SHIPPING POINT		19. GROSS SHIPPING WEIGHT		20. INVOICE NO.		17(h) TOTAL (Cont. pages)
	21. MAIL INVOICE TO						
	a. NAME RTP Finance Center						\$31,339.42
	b. STREET ADDRESS (or P.O. Box) US Environmental Protection Agency RTP-Finance Center Mail Drop D143-02 109 TW Alexander Drive						\$31,339.42
c. CITY Durham		d. STATE NC		e. ZIP CODE 27711		17(i) GRAND TOTAL	

22. UNITED STATES OF AMERICA BY (Signature) 08/09/2016

Tiffany Wilson

ELECTRONIC SIGNATURE

23. NAME (Typed)
Tiffany Wilson
TITLE: CONTRACTING/ORDERING OFFICER

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Prescribed by GSA/FAR 48 CFR 53.213(f)

**ORDER FOR SUPPLIES OR SERVICES
SCHEDULE - CONTINUATION**

PAGE NO

2

IMPORTANT: Mark all packages and papers with contract and/or order numbers.

DATE OF ORDER

CONTRACT NO.

08/09/2016

EP-BPA-12-H-0025

ORDER NO.

EP-B16H-00170

ITEM NO. (a)	SUPPLIES/SERVICES (b)	QUANTITY ORDERED (c)	UNIT (d)	UNIT PRICE (e)	AMOUNT (f)	QUANTITY ACCEPTED (g)
	<p>contract no. GS-10F-0146L and Blanket Purchase Agreement (BPA) no. EP-BPA-12-H-0025 terms and conditions by reference.</p> <p>The vendor shall perform in accordance with the attached Statement of Work (11 pages) and the accepted quotation dated May 13, 2016 in the amount of \$31,339.42. This is a Time-and-Materials (T&M) call order with a pre-priced total ceiling price of \$31,339.42, which the vendor is not authorized to exceed. The vendor exceeds at its own risk.</p> <p>The total obligated ceiling amount for this order is \$31,339.42. this order is hereby fully funded.</p> <p>The services of this call order are non-severable.</p> <p>Contracting Officer: Tiffany Wilson Email: Wilson.Tiffany@epa.gov</p> <p>Contracting Officer Representative and Invoicing Approving Official:</p> <p>Lisa Bacanskas Email Address: Bacanskas.Lisa@epa.gov</p> <p>Alternate Contracting Officer Representative sand Invoicing Approving Officials:</p> <p>Dana Hyland Email address: Hyland.Dana@epa.gov</p> <p>Lesley Jantarasami Email address: Jantarasami.Lesley@epa.gov</p> <p>The vendor hereby acknowledges and accepts this order by signing and dating below:</p> <p>Continued ...</p>					

TOTAL CARRIED FORWARD TO 1ST PAGE (ITEM 17(H))

\$0.00

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OPTIONAL FORM 348 (Rev. 4/2006)

Prescribed by GSA FAR (48 CFR) 53.213(f)

ORDER FOR SUPPLIES OR SERVICES
SCHEDULE - CONTINUATION

PAGE NO

3

IMPORTANT: Mark all packages and papers with contract and/or order numbers.

DATE OF ORDER

CONTRACT NO.

08/09/2016

EP-BPA-12-H-0025

ORDER NO.

EP-B16H-00170

ITEM NO. (a)	SUPPLIES/SERVICES (b)	QUANTITY ORDERED (c)	UNIT (d)	UNIT PRICE (e)	AMOUNT (f)	QUANTITY ACCEPTED (g)
	<p>Print Name and Title</p> <p>Signature Date</p> <p>Admin Office:</p> <p>HPD</p> <p>US Environmental Protection Agency</p> <p>Ariel Rios Building</p> <p>1200 Pennsylvania Avenue, N. W.</p> <p>Mail Code: 3803R</p> <p>Washington DC 20460</p> <p>Period of Performance: 08/09/2016 to 08/08/2017</p>					
0001	<p>"Peer Review Of Climate Change Related Products"</p> <p>Accounting Info:</p> <p>16-17-B-58F3-101A46-2505-1658FC6090-00</p> <p>1 BFY: 16 EFY: 17 Fund: B Budget Org:</p> <p>58F3 Program (PRC): 101A46 Budget</p> <p>(BOC): 2505 DCN - Line ID:</p> <p>1658FC6090-001</p> <p>Funding Flag: Partial</p> <p>Funded: \$31,339.42</p>				31,339.42	

TOTAL CARRIED FORWARD TO 1ST PAGE (ITEM 17(H))

\$31,339.42

AUTHORIZED FOR LOCAL REPRODUCTION
PREVIOUS EDITION NOT USABLE

OPTIONAL FORM 348 (Rev. 4/2006)

Prescribed by GSA FAR (48 CFR) 53.213(f)

STATEMENT OF WORK

Climate Change Related Products

I. INTRODUCTION

The U.S. Environmental Protection Agency's Climate Change Division (CCD) works towards the mission of assessing and addressing global climate change and the associated risks to human health and the environment. CCD plays a key role in United States and international efforts to address climate change by analyzing greenhouse gas (GHG) emissions and economically-efficient reduction (mitigation) and adaptation options; communicating climate analyses and strategies to policy-makers, experts and U.S. climate negotiators; and educating the public on climate change. CCD is also responsible for implementing EPA's Greenhouse Gas Reporting Program, which requires reporting of GHG data and other relevant information from large sources and suppliers in the United States.

CCD's Climate Science and Impacts Branch (CSIB) is responsible for a variety of analytical activities such as assessing climate change vulnerability and integrating information on climate science, impacts, and mitigation and adaptation strategies into broader analytical frameworks. One of the primary roles of CSIB is to synthesize and leverage existing information on climate science, impacts, indicators, and adaptation to soundly inform policy decisions and communicate science to the public and other audiences.

II. BACKGROUND

EPA requires support for peer review of the draft *Avoided Economic Risks of Climate Change: Technical Report in Support of the Fourth National Climate Assessment*, select climate change indicators, and up to three technical products.

Climate Change Impacts and Risk Analysis Project

The draft *Avoided Economic Risks of Climate Change: Technical Report in Support of the Fourth National Climate Assessment*¹ describes the main components of the second modeling phase of EPA's Climate Change Impacts and Risk Analysis (CIRA) project², including contributions from other Agencies and organizations. The primary objective of this report is to document the methodologies and results of this phase of the modeling project, including the technical inputs/scenarios/projections and the sectoral impacts analyses. These results are intended to communicate to what degree risks and damages across multiple sectors in the US (i.e., human health, water resources, energy, ecosystems, etc.) may be avoided or reduced in futures with and without significant global action to reduce GHG emissions. As such, they are intended to serve as technical input to the U.S. Global Change Research Program's (USGCRP) Fourth National Climate Assessment.

Climate Change Indicators

¹ Note, title subject to change.

² You can learn more about the first phase of the CIRA project at: <http://www.epa.gov/cira>.

To communicate information about trends in observed climate change in the United States, EPA's climate change indicators team has published three editions of a report and maintains all indicator information online³. The current suite includes 30 climate change-related indicators in six broad categories: greenhouse gases, weather and climate, oceans, snow and ice, health and society, and ecosystems. EPA's climate change indicators at national and regional scales and focus primarily on the United States, but in some cases global trends are presented in order to provide context or a basis for comparison. Scientists, analysts, decision-makers, and others use indicators to help track trends over time in the state of the environment, key factors that influence the environment, and effects to society. EPA's climate change indicator framework includes a standard set of selection criteria to assist in the screening and evaluation of new indicators. The general process for the incorporation of new indicators is outlined in EPA's technical documentation⁴.

Technical Product

CSIB publishes a variety of technical products related to climate science, impacts, and mitigation and adaptation strategies. The subject of the technical products will be determined after award, and may include, but are not limited to, analyses related to projected changes in health impacts, extreme events, and flooding.

III. TASKS

Task 1. Provide program management support for the task order.

The Contractor shall provide project management under this task⁵, and shall submit a monthly status report to EPA's contracting officer's representative (COR) in accordance with the Project Reporting section. During the period of performance, the Contractor shall immediately inform the COR and CO by telephone and/or email of any problems that may impede performance along with any corrective actions needed by the EPA or the Contractor to solve the problem.

Under this task, the Contractor shall also attend a kick-off meeting via conference call to discuss the goals and strategy for completing future deliverables, including whether the schedule of deliverables must be revised based on the status of the report as of that time. This kick-off meeting will serve as a discussion to clarify EPA's requirements, solicit ideas and feedback from the Contractor, as well as formulate ideas for work to be completed by the Contractor under the Tasks listed below. The Contractor shall discuss the format of the Monthly Progress Report, including more detailed budget tracking, and propose a progress report template to the EPA COR for approval. The Contractor will also participate in one or more wrap-up discussions at the end of the period of performance, or when the necessary support has been completed, to discuss work completed under the tasks in Section III.

³ You can learn more about EPA's climate change indicators at: <http://www.epa.gov/climatechange/indicators/>

⁴ Technical documentation can be found at: <http://www.epa.gov/climatechange/indicators/download.html>

⁵ Per the RFQ, "Labor hours associated with project management activities should be apportioned to the individual technical tasks [i.e. numbers 2 through 4]. An offeror's price for Task 1 should not include project management activities. Task 1 will not be divided by the percentage of the other tasks awarded to the successful offeror(s)." Thus, no labor or other costs shall be specifically identified with Task 1 in the Contractor's Price Quotation.

TASK/ SUBTASK	MILESTONE/DELIVERABLE	DUE DATE
1	Kick-off review meeting or call with EPA COR	Within 1 week of task-order award
1	Work plan sent to EPA	1 week after kick-off meeting or call

Task 2. Peer Review of Technical Report

EPA is preparing the report entitled *Avoided Economic Risks of Climate Change: Technical Report in Support of the Fourth National Climate Assessment* to be released in spring or summer 2017. To ensure an accurate and high quality product, the report will be subject to an independent, external peer review (letter), following the procedures and guidelines in EPA's *Peer Review Handbook*, 4th Edition, EPA/100/B-15/001 for reports that do not provide influential scientific information. EPA estimates that the peer review will begin in December 2016, and will need to be completed by the end of March 2017.

The objective of this review will be to facilitate peer review by independent, qualified, and objective experts who will be charged with ensuring that the information summarized by EPA is technically supported, competently performed, properly documented, and consistent with established quality criteria. Given that the modeling analyses, methods and results underlying the report have been previously peer reviewed and published in the research literature, this review will not focus on reevaluating or reassessing the adequacy or rigor of these completed analyses. Rather, the charge will be to carefully review and provide feedback on whether the methods of the underlying peer-reviewed literature are accurately summarized and documented, and whether the results across impact sectors and regions are appropriately and clearly described.

Subtask 2.1: Preparation for peer review

Develop Peer Review Charge

Consistent with EPA's *Peer Review Handbook*, the COR will provide the Contractor with a substantive list of questions to be included in the charge letter to ensure that the peer review meets the Agency's needs. These questions will be provided to the contractor at the kick-off meeting. Based on this list, the Contractor shall develop a draft of the peer review charge for EPA's review and approval. In the charge, the Contractor should include clear guidelines to peer reviewers for conducting and submitting their review, for using a comment spreadsheet template, and for maintaining confidentiality of review materials. The Contractor shall finalize the charge letter to the peer reviewers for use in Task 2.2.

Develop vetting criteria and process for reviewer selection, and identify and obtain commitments from peer reviewers

The Contractor shall 1) develop vetting criteria and process for selecting 7-9 expert reviewers, external to EPA, to provide independent reviews of the draft report and 2) identify and obtain commitments from peer reviewers. The Contractor could consider non-EPA, Federal employees,

but no more than 3 total. The Contractor, not EPA, is responsible for selecting who will perform the peer review, but EPA may establish minimum criteria for reviewer selection in accordance with the Agency's Peer Review Handbook.

All reviewers will be charged with reading the full report. The Contractor shall ensure that the selected reviewers have expertise that appropriately covers the breadth of science and technical issues covered in the report. All reviewers must be familiar with the available literature on climate change impacts across sectors in the U.S., such as North America chapters of the Intergovernmental Panel on Climate Change's (IPCC) assessments and the USGCRP reports. Each one of the individual reviewers will have expertise and a strong background in one or more of the following:

- Environmental economics, in particular the valuation or monetization of climate change impacts;
- Applied climate change impacts modeling and analysis;
- Communication of environmental issues (preferably climate change);
- Water resources impacts (preferably with expertise in at least one of the following topics: flooding damages, drought, and supply and demand economic modeling);
- Electric power impacts (preferably with expertise in at least one of the following topics: electricity demand, and electricity supply, including hydropower & thermo-electric cooling impacts);
- Infrastructure impacts (preferably with expertise in at least one of the following topics: coastal development, bridges, roads, and urban drainage);
- Ecological impacts of climate change (preferably with expertise in at least one of the following: coral reefs, mollusks fisheries, freshwater fish, wildfires, and terrestrial vegetative carbon storage);
- Human health impacts of climate change (preferably with knowledge about at least one of the following topics: air quality, extreme temperature mortality, labor supply, and/or water quality);
- Impacts on agriculture and forestry (preferably with expertise in estimating crop yield impacts from climate change).

Neither the COR nor any other EPA employee will be involved in approving or disapproving individual peer reviewers, although EPA may review and comment on the contractor's selection of peer reviewers as a whole to determine whether the group meets the established criteria. The Contractor shall follow all applicable guidelines in EPA's Peer Review Handbook regarding vetting candidate peer reviewers with respect to potential conflicts of interest and appearances of a lack of impartiality. In addition to describing their proposed approach for vetting potential expert reviewers, the Contractor shall document their vetting process and include this information in the peer review report described in Task 2.2 below.

Any compensation to reviewers should be paid in accordance with EPA's Peer Review Handbook. Depending on the preferences of the contractor and reviewers, some may be paid a fixed honorarium (as Other Direct Costs) or a contract for hours (as direct labor). In any case, the Contractor shall clearly state in their proposal their plan for compensating reviewers for their time.

Subtask 2.2: Conduct and document peer review (including re-review if necessary)

The Contractor shall conduct an expert peer review of the draft report according to the Peer Review Guidelines. The Contractor shall provide peer reviewers with the charge, the draft report and any supplementary documents necessary to perform the review (e.g. CIRA papers previously published, etc).

Upon receipt of comments from the expert reviewers, the Contractor shall provide a documented compilation of all comments in the form of a comments spreadsheet containing a separate row for each and every substantive comment, and a separate column with a unique comment number for each comment, page number, paragraph, reviewer name, and the text of the comment.

Re-reviews

The Contractor shall provide re-reviews for those sections of the report that require a re-review. A re-review may be necessary if the expert reviewers find that a section requires a significant re-write. The re-reviews will include annotations on the comments spreadsheet indicating whether the reviewer is satisfied with how the authors addressed their original comment, and/or suggestions about any additional changes needed to address those original comments; and/or whether the reviewer is satisfied with changes made in response to stakeholder comments.

Prepare Peer Review Report and other documentation for potential release to the public

Upon completion of peer review, the Contractor shall prepare a peer review report that documents the review process. This information shall be written up in a report and delivered to the COR. Specifically, the peer review report shall contain:

- A detailed account of the peer review process and procedures.
- Logistical information about conduct of the peer review (e.g., criteria for reviewer identification, vetting procedures, schedule of peer review);
- Information about the peer reviewers (e.g., reviewers' names, affiliations, etc);
- Materials and information (including the charge) given to the peer reviewers;
- The draft work product submitted for peer review or re-review;
- Comments received from the reviewers (comment spreadsheet).

The Contractor's peer review report will be used by the COR in developing the final peer review record, which will also contain rationale for the type of peer review performed and an explanation of how the peer review comments were addressed by staff/authors developing the technical document.

SCHEDULE OF MILESTONES AND DELIVERABLES

TASK	DELIVERABLE	DUE DATE
2.1	Final peer review charge	1 week after EPA provides list of questions for the charge
2.1	Brief memo describing vetting process for peer reviewer selection	Draft to EPA 1 week after kick-off meeting; final plan 1 week after receiving EPA comments

2.1	Draft list of peer reviewers	2 weeks after finalizing vetting process
2.1	Obtain commitments from peer reviewers	No later than 2 weeks before peer review begins
2.2	Delivery of peer review draft from Contractor to Reviewers	No later than 2 business days after EPA provides draft to contractor.
2.2	Expert Reviews delivered to EPA	Within 4 weeks of receipt of draft materials
2.2	Spreadsheet with reviewer comments delivered to EPA	Within 5 working days after receipt of comments from reviewers
2.2	Delivery of draft for re-review from Contractor to reviewers	Within two days after receipt of materials from EPA.
2.2	Re-reviews delivered to EPA.	2 weeks after EPA provides draft report for re-review
2.2	Spreadsheet with re-review comments delivered to EPA	Within 5 working days after receipt of re-review comments from reviewers.
2.2	Peer review report	Within 20 days after receipt of re-review comments.

Task 3: Peer Review of EPA Climate Change Indicators

EPA requires support to facilitate the peer review of proposed new indicators (i.e., graphics, summary text, and technical documentation) and any other related content for publication. The review may include single or multiple indicators, and if necessary be performed on a rolling basis.

Subtask 3.1: Preparation for peer review

Develop Peer Review Charge

Consistent with EPA's Peer Review Handbook, the COR will provide the Contractor with a list of questions to be included in the charge letter to ensure that the peer review meets the Agency's needs. These questions will be provided to the contractor at the kick-off meeting. Based on this list, the Contractor shall develop a draft of the peer review charge for EPA's review and approval. In the charge, the Contractor should include clear guidelines to peer reviewers for conducting and submitting their review, for using a comment spreadsheet template, and for maintaining confidentiality of review materials. The Contractor shall finalize the charge letter to the peer reviewers for use in Task 3.2.

Identify and obtain commitments from peer reviewers

The Contractor shall identify and obtain commitments from peer reviewers. The Contractor, not EPA, is responsible for selecting who will perform the peer review, but EPA may establish minimum criteria for reviewer selection in accordance with the Agency's Peer Review Handbook.

The contractor shall facilitate reviews of the new indicators by reviewers with expertise in the fields related to those draft indicators. For estimation purposes, the Contractor should assume that EPA will require the services of 3-6 peer reviewers for review of approximately six indicators. Each reviewer will focus on those indicators and associated technical documentation within the expertise of the reviewer. Depending on the indicator topic, a reviewer may be responsible for more than one of the draft indicators. Given the scientific fields upon which the reviewed indicators rely, the following areas of expertise may be required:

- Physical climate related indicators: air and water temperature, precipitation, extreme weather, drought, ground-water levels or water supply.
- Physical and ecological indicators related to the Arctic, including permafrost, coastal erosion, as well as indicators related to impacts to human communities.
- Forest or phenology related indicators. Forest health related indicators, such as onset or length of the wildfire fire season, pest disturbance.
- Climate and health, air quality impacts related to dust and other particulate matter. Water, food, and vector-borne diseases.
- Population vulnerability and indicators related to increasing risk.

Neither the COR nor any other EPA employee will be involved in approving or disapproving individual peer reviewers, although EPA may review and comment on the contractor's selection of peer reviewers as a whole to determine whether the group meets the established criteria. The Contractor shall follow all applicable guidelines in EPA's Peer Review Handbook regarding vetting candidate peer reviewers with respect to potential conflicts of interest and appearances of a lack of impartiality. In addition to describing their proposed approach for vetting potential expert reviewers, the Contractor shall document their vetting process and include this information in the peer review report described in Task 3.2 below.

Any compensation to reviewers should be paid in accordance with EPA's Peer Review Handbook. Depending on the preferences of the contractor and reviewers, some may be paid a fixed honorarium (as Other Direct Costs) or a contract for hours (as direct labor). In any case, the Contractor shall clearly state in their proposal their plan for compensating reviewers for their time.

Subtask 3.2: Conduct and document peer review (including re-review if necessary)

The Contractor shall conduct an expert peer review of the draft indicators according to the Peer Review Guidelines. The Contractor shall provide peer reviewers with the charge, the draft indicator and any supplementary documents necessary to perform the review (e.g. technical documentation, etc).

Upon receipt of comments from the expert reviewers, the Contractor shall provide a documented compilation of all comments in the form of a comments spreadsheet containing a separate row for each and every substantive comment, and a separate column with a unique comment number for each comment, page number, paragraph, reviewer name, and the text of the comment.

Re-reviews

The Contractor shall provide re-reviews for those draft indicators that require a re-review. The re-reviews will include annotations on the comments spreadsheet indicating whether the reviewer is satisfied with how the authors addressed their original comment, and/or suggestions about any additional changes needed to address those original comments; and/or whether the reviewer is satisfied with changes made in response to stakeholder comments. For estimation purposes, the Contractor shall assume that one draft indicator may need re-review.

Prepare Peer Review Report

Upon completion of the peer review, the Contractor shall prepare a peer review report that documents the review process. This information shall be written up in a report and delivered to the COR. Specifically, the peer review report shall contain:

- A detailed account of the peer review process and procedures.
- Logistical information about conduct of the peer review (e.g., criteria for reviewer identification, vetting procedures, schedule of peer review);
- Information about the peer reviewers (e.g., reviewers' names, affiliations, etc);
- Materials and information (including the charge) given to the peer reviewers;
- The draft work product submitted for peer review or re-review;
- Comments received from the reviewers (comment spreadsheet).

The Contractor's peer review report will be used by the COR in developing the final peer review record, which will also contain rationale for the type of peer review performed and an explanation of how the peer review comments were addressed by staff developing the technical support document.

SCHEDULE OF DELIVERABLES

TASK	DELIVERABLE	DUE DATE
3.1	Final peer review charge	1 week after EPA provides list of questions for the charge
3.1	Draft list of peer reviewers	2 weeks after EPA provides list of draft indicators
3.1	Obtain commitments from peer reviewers	No later than 2 weeks before peer review begins
3.2	Delivery of peer review draft indicators from Contractor to Reviewers	No later than 2 business days after EPA provides draft to contractor.
3.2	Expert Reviews delivered to EPA	Within 4 weeks of receipt of draft materials
3.2	Spreadsheet with reviewer comments delivered to EPA	Within 5 working days after receipt of comments from reviewers
3.2	Delivery of draft for re-review from Contractor to reviewers	Within two days after receipt of materials from EPA.

3.2	Re-reviews delivered to EPA.	2 weeks after EPA provides draft report for re-review
3.2	Spreadsheet with re-review comments delivered to EPA	Within 5 working days after receipt of re-review comments from reviewers.
3.2	Peer review report	Within 20 days after receipt of re-review comments.

Task 4. Conduct and document a letter review of up to three Technical Products.

The Contractor shall provide an independent letter review of up to three technical products. The subject of the technical products will be determined after award, and may include, but are not limited to, analyses related to projected changes in health impacts, extreme events, and flooding.

Subtask 4.1: Preparation for peer review

Develop Peer Review Charge

Consistent with EPA's Peer Review Handbook, the COR will provide the Contractor with a list of questions to be included in the charge letter to ensure that the peer review meets the Agency's needs. Timing of delivery of the questions for each technical product will be provided to the contractor at the kick-off meeting. Based on this list, the Contractor shall develop a draft of the peer review charge for EPA's review and approval. In the charge, the Contractor should include clear guidelines to peer reviewers for conducting and submitting their review, for using a comment spreadsheet template, and for maintaining confidentiality of review materials. The Contractor shall finalize the charge letter to the peer reviewers for use in Task 4.2.

Identify and obtain commitments from peer reviewers

The Contractor shall identify and obtain commitments from approximately three peer reviewers per each technical product. The Contractor, not EPA, is responsible for selecting who will perform the peer review, but EPA may establish minimum criteria for reviewer selection in accordance with the Agency's Peer Review Handbook. The contractor will identify reviewers based on information provided to the Contractor.

Neither the COR nor any other EPA employee will be involved in approving or disapproving individual peer reviewers, although EPA may review and comment on the contractor's selection of peer reviewers as a whole to determine whether the group meets the established criteria. The Contractor shall follow all applicable guidelines in EPA's Peer Review Handbook regarding vetting candidate peer reviewers with respect to potential conflicts of interest and appearances of a lack of impartiality. In addition to describing their proposed approach for vetting potential expert reviewers, the Contractor shall document their vetting process and include this information in the peer review report described in Task 4.2 below.

Any compensation to reviewers should be paid in accordance with EPA's Peer Review Handbook. Depending on the preferences of the contractor and reviewers, some may be paid a fixed honorarium (as Other Direct Costs) or a contract for hours (as direct labor). In any case, the

Contractor shall clearly state in their proposal their plan for compensating reviewers for their time.

Subtask 4.2: Conduct and document peer review

The Contractor shall conduct an expert peer review of the draft technical products according to the Peer Review Guidelines. The Contractor shall provide peer reviewers with the charge, the draft product and any supplementary documents necessary to perform the review.

Upon receipt of comments from the expert reviewers, the Contractor shall provide a documented compilation of all comments in the form of a comments spreadsheet containing a separate row for each and every substantive comment, and a separate column with a unique comment number for each comment, page number, paragraph, reviewer name, and the text of the comment.

Prepare Peer Review Report

Upon completion of the peer review, the Contractor shall prepare a peer review report that documents the review process. This information shall be written up in a report and delivered to the COR. Specifically, the peer review report shall contain:

- A detailed account of the peer review process and procedures.
- Logistical information about conduct of the peer review (e.g., criteria for reviewer identification, vetting procedures, schedule of peer review);
- Information about the peer reviewers (e.g., reviewers' names, affiliations, etc);
- Materials and information (including the charge) given to the peer reviewers;
- The draft work product submitted for peer review or re-review;
- Comments received from the reviewers (comment spreadsheet).

The Contractor's peer review report will be used by the COR in developing the final peer review record, which will also contain rationale for the type of peer review performed and an explanation of how the peer review comments were addressed by staff developing the technical products.

SCHEDULE OF DELIVERABLES

TASK	DELIVERABLE	DUE DATE
4.1	Final peer review charge	1 week after EPA provides list of questions for the charge
44.1	Draft list of peer reviewers	2 weeks after EPA provides the draft technical product to the contractor
4.1	Obtain commitments from peer reviewers	No later than 2 weeks before peer review begins
4.2	Delivery of peer review draft indicators from Contractor to Reviewers	No later than 2 business days after EPA provides draft to contractor.
4.2	Expert Reviews delivered to EPA	Within 4 weeks of receipt of draft materials

4.2	Spreadsheet with reviewer comments delivered to EPA	Within 5 working days after receipt of comments from reviewers
4.2	Peer review report	Within 20 days after receipt of re-review comments.

IV. PERIOD OF PERFORMANCE

PERIOD OF PERFORMANCE DATES: 08/09/2016 THROUGH 08/08/2017

Clause(s):

CUSTOM CO ADDED TERMS AND CONDITIONS

In the case of a conflict between the terms and conditions of the contractor's agreement and the terms and conditions of this purchase order, all applicable federal statutes and regulations shall govern.

FAR 52.212-4 CONTRACT TERMS AND CONDITIONS – COMMERCIAL ITEMS (MAY 2015)

This clause is incorporated by reference. The full text of the clause is available at:
<https://www.acquisition.gov/FAR/>.

FAR 52.212-5 CONTRACT TERMS AND CONDITIONS REQUIRED TO IMPLEMENT STATUTES OR EXECUTIVE ORDERS – COMMERCIAL ITEMS (MAY 2015)

(a) The Contractor shall comply with the following Federal Acquisition Regulation (FAR) clauses, which are incorporated in this contract by reference, to implement provisions of law or Executive orders applicable to acquisitions of commercial items:

- ☒ 52.222-50 Combating Trafficking in Persons (FEB 2009)
 - ☐ Alternate I (AUG 2007)
- ☒ 52.233-3 Protest After Award (AUG 1996)
- ☐ 52.233-4 Applicable Law for Breach of Contract Claim (OCT 2004)

(b) The Contractor shall comply with the FAR clauses in this paragraph (b) that the Contracting Officer has indicated as being incorporated in this contract by reference to implement provisions of law or Executive orders applicable to acquisitions of commercial items:

- ☐ 52.203-6 Restrictions on Subcontractor Sales to the Government (SEPT 2006)
 - ☐ Alternate I (OCT 1995)
- ☐ 52.203-13 Contractor Code of Business Ethics and Conduct (APR 2010)
- ☐ 52.203-15 Whistleblower Protections under the American Recovery and Reinvestment Act of 2009 (JUNE 2010)
- ☐ 52.204-10 Reporting Executive Compensation and First-Tier Subcontract Awards (JUL 2013)
- ☐ 52.204-11 American Recover and Reinvestment Act – Reporting Requirements (JUL 2010)
- ☐ 52.209-6 Protecting the Government's Interest When Subcontracting with Contractors Debarred, Suspended, or Proposed for Debarment (JUL 2013)
- ☐ 52.209-9 Updates of Publicly Available Information Regarding Responsibility Matters (JUL 2013)
- ☐ 52.209-10 Prohibition on Contracting with Inverted Domestic Corporations (MAY 2012)
- ☐ 52.219-3 Notice of Total HUBZone Set-Aside (NOV 2011)
- ☐ 52.219-4 Notice of Price Evaluation Preference for HUBZone Small Business Concerns (JAN 2011)

- ☐ 52.219-6 Notice of Total Small Business Set-Aside (NOV 2011)
 - ☐ Alternate I (NOV 2011)
 - ☐ Alternate II (NOV 2011)
- ☐ 52.219-7 Notice of Partial Small Business Set-Aside (JUN 2003)
 - ☐ Alternate I (OCT 1995)
 - ☐ Alternate II (MAR 2004)
- ☐ 52.219-8 Utilization of Small Business Concerns (JUL 2013)
- ☐ 52.219-9 Small Business Subcontracting Plan (JUL 2013)
 - ☐ Alternate I (OCT 2001)
 - ☐ Alternate II (OCT 2001)
 - ☐ Alternate III (JUL 2010)
- ☐ 52.219-13 Notice of Set-Aside of Orders (NOV 2011)
- ☐ 52.219-14 Limitations on Subcontracting (NOV 2011)
- ☐ 52.219-16 Liquidated Damages – Subcontracting Plan (JAN 1999)
- ☐ 52.219-23 Notice of Price Evaluation Adjustment for Small Disadvantaged Business Concerns (OCT 2008)
 - ☐ Alternate I (JUN 2003)
- ☐ 52.219-25 Small Disadvantaged Business Participation Program – Disadvantaged Status and Reporting (JUL 2013)
- ☐ 52.219-26 Small Disadvantaged Business Participation Program - Incentive Subcontracting (OCT 2000)
- ☐ 52.219-27 Notice of Total Service-Disabled Veteran-Owned Small Business Set-Aside (NOV 2011)
- ☐ 52.219-28 Post Award Small Business Program Rerepresentation (JUL 2013)
- ☐ 52.219-29 Notice of Set-Aside for Economically Disadvantaged Women-Owned Small Business Concerns (JUL 2013)
- ☐ 52.219-30 Notice of Set-Aside for Women-Owned Small Business Concerns Eligible Under the Women-Owned Small Business Program (JUL 2013)
- ☐ 52.222-3 Convict Labor (JUN 2003)
- ☐ 52.222-19 Child Labor – Cooperation with Authorities and Remedies (MAR 2012)

- ☐ 52.222-21 Prohibition of Segregated Facilities (FEB 1999)
- ☐ 52.222-26 Equal Opportunity (MAR 2007)
- ☐ 52.222-35 Equal Opportunity for Veterans (SEP 2010)
- ☐ 52.222-36 Affirmative Action for Workers with Disabilities (OCT 2010)
- ☐ 52.222-37 Employment Reports on Veterans (SEPT 2010)
- ☐ 52.222-40 Notification of Employee Rights Under the National Labor Relations Act (DEC 2010)
- ☐ 52.222-54 Employment Eligibility Verification (JUL 2012)
- ☐ 52.223-9 Estimate of Percentage of Recovered Material Content for EPA-Designated Products (MAY 2008)
 - ☐ Alternate I (MAY 2008)
- ☐ 52.223-15 Energy Efficiency in Energy-Consuming Products (DEC 2007)
- ☐ 52.223-16 IEEE 1680 Standard for the Environmental Assessment of Personal Computer Products (DEC 2007)
 - ☐ Alternate I (DEC 2007)
- ☐ 52.223-18 Contractor Policy to Ban Text Messaging While Driving (AUG 2011)
- ☐ 52.225-1 Buy American Act – Supplies (FEB 2009)
- ☐ 52.225-3 Buy American Act – Free Trade Agreements – Israeli Trade Act (NOV 2012)
 - ☐ Alternate I (MAR 2012)
 - ☐ Alternate II (MAR 2012)
 - ☐ Alternate III (NOV 2012)
- ☐ 52.225-5 Trade Agreements (SEPT 2013)
- ☐ 52.225-13 Restrictions on Certain Foreign Purchases (JUN 2008)
- ☐ 52.225-26 Contractors Performing Private Security Functions Outside the United States (JUL 2013)
- ☐ 52.226-4 Notice of Disaster or Emergency Area Set-Aside (NOV 2007)
- ☐ 52.226-5 Restrictions on Subcontracting Outside Disaster or Emergency Area (NOV 2007)
- ☐ 52.232-29 Terms for Financing of Purchases of Commercial Items (FEB 2002)
- ☐ 52.232-30 Installment Payments for Commercial Items (OCT 1995)
- ☐ 52.232-33 Payment by Electronic Funds Transfer—System for Award Management (JUL 2013)

- ☐ 52.232-34 Payment by Electronic Funds Transfer—Other than System for Award Management (JUL 2013)
- ☐ 52.232-36 Payment by Third Party (JUL 2013)
- ☐ 52.239-1 Privacy or Security Safeguards (AUG 1996)
- ☐ 52.247-64 Preference for Privately Owned U.S.-Flag Commercial Vessels (FEB 2006)
- ☐ Alternate I (APR 2003)

(c) The Contractor shall comply with the FAR clauses in this paragraph (c), applicable to commercial services, that the Contracting Officer has indicated as being incorporated in this contract by reference to implement provisions of law or Executive orders applicable to acquisitions of commercial items:

- ☐ 52.222-41 Service Contract Act of 1965, as Amended (NOV 2007)
- ☐ 52.222-42 Statement of Equivalent Rates for Federal Hires (MAY 1989)
- ☐ 52.222-43 Fair Labor Standards Act and Service Contract Act—Price Adjustment (Multiple Year and Option Contracts) (SEPT 2009)
- ☐ 52.222-44 Fair Labor Standards Act and Service Contract Act—Price Adjustment (SEPT 2009)
- ☐ 52.222-51 Exemption from Application of the Service Contract Act to Contracts for Maintenance, Calibration, or Repair of Certain Equipment—Requirements (NOV 2007)
- ☐ 52.222-53 Exemption from Application of the Service Contract Act to Contracts for Certain Services—Requirements (FEB 2009)
- ☐ 52.226-6 Promoting Excess Food Donation to Nonprofit Organizations (MAR 2009)
- ☐ 52.237-11 Accepting and Dispensing of \$1 Coin (SEPT 2008)

(d) *Comptroller General Examination of Record.* The Contractor shall comply with the provisions of this paragraph (d) if this contract was awarded using other than sealed bid, is in excess of the simplified acquisition threshold, and does not contain the clause at 52.215-2, Audit and Records—Negotiation.

(1) The Comptroller General of the United States, or an authorized representative of the Comptroller General, shall have access to and right to examine any of the Contractor's directly pertinent records involving transactions related to this contract.

(2) The Contractor shall make available at its offices at all reasonable times the records, materials, and other evidence for examination, audit, or reproduction, until 3 years after final payment under this contract or for any shorter period specified in FAR Subpart 4.7, Contractor Records Retention, of the other clauses of this contract. If this contract is completely or partially terminated, the records relating to the work terminated shall be made available for 3 years after any resulting final termination settlement. Records relating to appeals under the disputes clause or to litigation or the settlement of claims arising under or relating to this contract shall be made available until such appeals, litigation, or claims are finally resolved.

(3) As used in this clause, records include books, documents, accounting procedures and practices, and other data, regardless of type and regardless of form. This does not require the Contractor to create or maintain any record that the Contractor does not maintain in the ordinary course of business or pursuant to a provision of law.

(e)(1) Notwithstanding the requirements of the clauses in paragraphs (a), (b), (c), and (d) of this clause, the Contractor is not required to flow down any FAR clause, other than those in this paragraph (e)(1) in a subcontract for commercial items. Unless otherwise indicated below, the extent of the flow down shall be as required by the clause—

(i) 52.203-13, Contractor Code of Business Ethics and Conduct (Apr 2010) (Pub. L. 110-252, Title VI, Chapter 1 (41 U.S.C. 251 note)).

(ii) 52.219-8, Utilization of Small Business Concerns (Dec 2010) (15 U.S.C. 637(d)(2) and (3)), in all subcontracts that offer further subcontracting opportunities. If the subcontract (except subcontracts to small business concerns) exceeds \$650,000 (\$1.5 million for construction of any public facility), the subcontractor must include 52.219-8 in lower tier subcontracts that offer subcontracting opportunities.

(iii) 52.222-17, Nondisplacement of Qualified Workers (JAN 2013) (E.O. 13495). Flow down required in accordance with paragraph (l) of FAR clause 52.222-17.

(iv) 52.222-26, Equal Opportunity (Mar 2007) (E.O. 11246).

(v) 52.222-35, Equal Opportunity for Veterans (Sep 2010) (38 U.S.C. 4212).

(vi) 52.222-36, Affirmative Action for Workers with Disabilities (Oct 2010) (29 U.S.C. 793).

(vii) 52.222-40, Notification of Employee Rights Under the National Labor Relations Act (Dec 2010) (E.O. 13496). Flow down required in accordance with paragraph (f) of FAR clause 52.222-40.

(viii) 52.222-41, Service Contract Act of 1965 (Nov 2007) (41 U.S.C. 351, et seq.).

(ix) 52.222-50, Combating Trafficking in Persons (Feb 2009) (22 U.S.C. 7104(g)).

____ Alternate I (Aug 2007) of 52.222-50 (22 U.S.C. 7104(g)).

(x) 52.222-51, Exemption from Application of the Service Contract Act to Contracts for Maintenance, Calibration, or Repair of Certain Equipment-Requirements (Nov 2007) (41 U.S.C. 351, et seq.).

(xi) 52.222-53, Exemption from Application of the Service Contract Act to Contracts for Certain Services-Requirements (Feb 2009) (41 U.S.C. 351, et seq.).

(xii) 52.222-54, Employment Eligibility Verification (JUL 2012).

(xiii) 52.225-26, Contractors Performing Private Security Functions Outside the United States (JUL 2013) (Section 862, as amended, of the National Defense Authorization Act for Fiscal Year 2008; 10 U.S.C. 2302 Note).

(xiv) 52.226-6, Promoting Excess Food Donation to Nonprofit Organizations (Mar 2009) (Pub. L. 110-247). Flow down required in accordance with paragraph (e) of FAR clause 52.226-6.

(xv) 52.247-64, Preference for Privately Owned U.S.-Flag Commercial Vessels (Feb 2006) (46 U.S.C. Appx. 1241(b) and 10 U.S.C. 2631). Flow down required in accordance with paragraph (d) of FAR clause 52.247-64.

(2) While not required, the contractor may include in its subcontracts for commercial items a minimal number of additional clauses necessary to satisfy its contractual obligations.

Invoices shall be prepared containing the following information: Purchase Order Number, description of commodities/services furnished, period of performance, taxpayer ID number and amount due. Invoices shall be submitted to the address specified in block 18a of this order.

OR

Invoices shall be submitted via e-mail to RTPReceiving@epa.gov. Provide the .pdf file with the following naming convention and SUBJECT in email:

SI_PO#_inv#.pdf Example: SI_EP08X00005_5335.pdf

For status of Invoice Payments, call the Financial Office's Customer Service at (919) 541-0616.

The FedEx/Commercial Courier address for invoices:
US EPA, RTP-Finance (Mail Drop D143-02)
4930 Page Road
Durham, NC 27703

CUSTOM

TAX

The Federal Government is exempted from paying taxes. The tax exempt number is 52-085-2695.

FAR 52.252-2 CLAUSES INCORPORATED BY REFERENCE (FEB 1998)

This contract incorporates one or more clauses by reference, with the same force and effect as if they were given in full text. Upon request, the Contracting Officer will make their full text available. Also, the full text of a clause may be accessed electronically at this address: <https://www.acquisition.gov/FAR/>.

FAR 52.232-39 UNENFORCEABILITY OF UNAUTHORIZED OBLIGATIONS (JUNE 2013)

This clause is incorporated by reference. The full text of the clause is available at:
<https://www.acquisition.gov/FAR/>.

EPAAR 1552.211-79 COMPLIANCE WITH EPA POLICIES FOR INFORMATION RESOURCES MANAGEMENT (JAN 2012)

This clause is incorporated by reference. The full text of the clause is available at:
<http://www.gpoaccess.gov/ecfr/>.

EPA-H-09-107 UNPAID FEDERAL TAX LIABILITY & FELONY CRIMINAL VIOLATION CERTIFICATION (APR 2012)

(a) In order to meet the requirements of Sections 433 and 434 of Division E of the Consolidated Appropriations Act, 2012 (Pub.L. 112-74) and 2013 Continuing Appropriations Resolution (Pub.L. 112-175), and Consolidated and Further Continuing Appropriations Act, 2013 (Pub.L. 113-6), the contractor shall provide the contracting officer a certification whereby the contractor certifies:

(i) It is not a corporation that has been convicted (or had an officer or agent of such corporation acting on behalf of the corporation convicted) of a felony criminal violation under any Federal law within the preceding 24 months; and

(ii) It is not a corporation that has any unpaid Federal tax liability that has been assessed, for which all judicial and administrative remedies have been exhausted or have lapsed, and that is not being paid in a timely manner pursuant to an agreement with the authority responsible for collecting the tax liability.

(b) Failure of the contractor to furnish a certification or provide such additional information as requested by the Contracting Officer may render the contractor ineligible for FY2012 or FY2013 contract funding.

(c) The contractor has a continuing obligation to update the subject certification as required.

52.217-8 Option to Extend Services.

Option to Extend Services (Nov 1999)

The Government may require continued performance of any services within the limits and at the rates specified in the contract. These rates may be adjusted only as a result of revisions to prevailing labor rates provided by the Secretary of Labor. The option provision may be exercised more than once, but the total extension of performance hereunder shall not exceed **6 months**. The Contracting Officer may exercise the option by written notice to the Contractor within **90 Days**.

(End of clause)

52.217-9 Option to Extend the Term of the Contract.

Option to Extend the Term of the Contract (Mar 2000)

(a) The Government may extend the term of this contract by written notice to the Contractor within **60 days**; provided that the Government gives the Contractor a preliminary written notice of its intent to extend at least **60 days** before the contract expires. The preliminary notice does not commit the Government to an extension.

(b) If the Government exercises this option, the extended contract shall be considered to include this option clause.

(c) The total duration of this contract, including the exercise of any options under this clause, shall not exceed **5 years**.

52.232-18 Availability of Funds. Availability of Funds (Apr 1984)

Funds are not presently available for this contract. The Government's obligation under this contract is contingent upon the availability of appropriated funds from which payment for contract purposes can be made. No legal liability on the part of the Government for any payment may arise until funds are made available to the Contracting Officer for this contract and until the Contractor receives notice of such availability, to be confirmed in writing by the Contracting Officer. (End of clause)